

STANDING ORDERS

FOR THE

REGIMENT OF ARTILLERY,

REVISED IN THE OFFICE OF THE

ASSISTANT ADJUTANT GENERAL OF ARTILLERY.

PUBLISHED UNDER THE ORDERS

OF THE

COMMANDANT,

BY AUTHORITY

OF

His Excellency

THE

COMMANDER-IN-CHIEF.

EVERY OFFICER ON FIRST JOINING, WILL MAKE HIMSELF WELL ACQUAINTED WITH THE STANDING ORDERS, AND USE HIS UTMOST ENDEAVOURS TO QUALIFY HIMSELF FOR HIS SITUATION PROVIDING HIMSELF, AS SOON AS PRACTICABLE, WITH A COPY OF THESE ORDERS, EITHER PRINTED OR WRITTEN
VIDE SEC. XL. PAR 5

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STANDING

Orders and Regulations

REGIMENT OF ARTILLERY



ACQUITTANCE ROLLS OF PAY.

SECTION I.

1. EVERY Officer Commanding a Troop or Company, or in charge of effective Staff or detached parties, will prepare, on each issue of Pay, Acquittance Rolls agreeable to Form No. 1. M. C.
Aug. 26, 1796.

2. With detachments, separate Rolls will be made out for the details of each Troop or Company and forwarded, by the Officer disbursing the Pay, to the Officers Commanding the Troops and Companies to which the men respectively belong.

3. In the Rolls of Troops and Companies, and their detachments, the name of every man, present or absent, will be included; those not paid, not drawn for, &c., being accounted for in the remarks.

ACQUITTANCE ROLLS OF PAY.

4. Columns will be ruled in the copies of muster Rolls, entered in Troop or Company Books, to serve as records of the Acquittances of the men. In these columns (see Section 38 and Form 31) the payment made will be marked opposite each man's name, those of men absent being inserted on receipt of their Acquittance Rolls from the Officers in charge of detached details; the name of the Officer paying them being also noted.

5. Officers Commanding Troops and Companies will be held responsible that all their men have been paid, and will consider it their duty to report to the Senior Officer of the Brigade or Battalion at the Station, any neglect in the payment, or in the transmission of the Acquittance Rolls of men absent, and he will take the necessary steps to see the omission rectified.

6.* The Rolls received from detached details are to be tacked to the original Troop or Company Rolls, and the whole forwarded to the Officer Commanding the Brigade or Battalion to which they belong; who, being satisfied that all the men have been paid, will, as soon as all those of one month are collected, forward them to the Office of the Assistant Adjutant General of Artillery for deposit.

7. On foreign service, the Acquittance Rolls of all Troops and Companies will be forwarded to the Senior Regimental Officer with the force, who, having ascertained, that they are correct and complete, will send them to the Assistant Adjutant General of Artillery, by whom their receipt will be announced to the proper Brigades of Battalions; but the Acquittance Rolls of all detachments not belonging to any Troop or Company with the force, will be forwarded by the Senior Regimental Officer to the proper Troop or Company.

8. Officers Commanding Brigades and Battalions will, at the foot of their monthly returns, notice the dates to which Acquittance Rolls have been received in their Adjutant's Offices.

M. C.
Aug. 22, 1796.

9. The Native Battalions of Artillery being stationary, the Acquittance Rolls will be retained in the Adjutant's Office of the respective Battalions.

R. O.
Nov. 14, 1842.

* Duplicate Acquittance Rolls discontinued. Remark to be appended to Monthly Return shewing for what month Acquittance Rolls have been signed.

ADJUTANT & QUARTER-MASTER & INTERPRETER.

SECTION II.

1. Are the Staff Officers of Brigades, Battalions, and Divisions, and must make themselves perfectly acquainted with the Standing Orders of the Regiment, especially on the points particularly connected with their duties; they must pay strict attention to their duties themselves, and thus set a good example to all.

2. The Adjutant of a Brigade, Battalion, or Division, is the ordinary channel for communicating all orders from the Commanding Officer to the Troops under his Command. As Adjutant, he will prepare all returns and papers for the Commanding Officer, wait on him daily, or whenever directed, to receive his orders, and report all occurrences connected with the discipline of his Command. It is also the Adjutant's duty to submit all General, or other Orders, relating to any subject under consideration.

3. The Adjutant will attend every parade, and form it as soon as the Sergeant Major has collected the reports from the Orderlies or Staff Sergeants of Troops or Companies. When formed, he will give it over to the Senior Officer present, (if not so himself) and take post.

4. He will inspect every detachment ordered to march, and deliver it over to the Officer appointed to Command. He will be responsible that all men going on duty are properly dressed, arms and accoutrements in good order, and ammunition with them when so ordered. He will attend all parades, drills, &c., of his own Brigade, Battalion, or Division; and if Adjutant of a Division, carry on the duties, as far as practicable, as if the component parts belonged to one Battalion.

5. When Brigades, Battalions, or detachments, each having an Adjutant, are stationed together, the duties of each will be conducted separately. The Senior Adjutant will conduct those of the whole collectively under the orders of the Officer Commanding the Division; but this is not to interfere with his exercising a power of selection.

6. The Adjutant will attend all Courts Martial; summon all evidences on part of prosecution and defence; warn the prisoner of his approaching trial; read to him the crime with which he is charged; lay it before the Court; and act as prosecutor.

7. As Quarter-Master, he is to be attentive to the cleanliness of the Lines and Barracks, and to observe that his Establishment performs its duties properly: he will have charge of all Camp Equipage, Clothing, Ammunition, and Public Stores, belonging to the Brigade, Battalion, or Division: he will superintend the daily issue of rations, to the European Troops, and have charge of the Battalion Bazar under the Commanding Officer.

ADJUTANT AND QUARTER-MASTER AND INTERPRETER.

8. In Camp, he will precede the line, when ordered, mark out encampment, and preserve regularity in the lines. All orders regarding such matters issued through him are to be implicitly obeyed.

9. Indents for Cattle, Stores, Ammunition, &c., are to be prepared by him, and he will attend all Surveys on such, and furnish the reports.

G. O. C. C.
Jan. 21, 1820. 10. The Quarter Master's Establishments of Horse and Foot Artillery, are to be kept distinct under the Senior Officer of each Branch, and drawn for by him or the Quarter Master of each, when such Staff is allowed. When Head Quarters of Brigades and Battalions are together, the Establishments remain distinct. All Staff and Establishments, for general purposes, are to be under charge of the Division Staff or Commanding Officer.

11. In the Native Battalions, the duties of Interpreter are combined with those of Quarter Master; but the services of the Interpreter are available for every part of the Regiment at the same Station, when the duties of his own Battalion do not clash therewith. Applications for the Interpreter's attendance will be made, or papers for his translation will be sent, to his immediate Commanding Officer; but in cases of doubt, to the Senior Regimental Officer. At Dum-Dum he is the Regimental Interpreter available for Regimental and Station purposes.

ARMS AND ACCOUTREMENTS.**SECTION III.**

1. Arms and Accoutrements, except Breastplates, are supplied from Magazines on Indents, and consist of Musquet, Bayonet and Scabbard ; Sword and Scabbard ; Pouch ; Pouch, Sword and Bayonet Belts ; Sling and Girdle ; Pistols, Prickers, Brushes, and Suspenders ; and Breastplates :—

G. O. G. G.
Jan. 10, 1817.
G. O. C. C.
Feb. 24, 1841.
Dec. 29, 1840.

Buff Accoutrements are to last—10 years.

Pouches " " 5 "

Officers Commanding Troops and Companies, who cannot satisfactorily account for any condemned within these periods, are liable to be charged with the expense of renewing them.

The date of receipt to be marked on Arms, thus :—C. ⁵¹/₄ ; denoting No. 51, of C. Company, in the year 1844.

G. O. C. C.
July 5, 1844.

2. When any become unserviceable on service, or by accident, they are to be submitted to a Committee of Survey at once, if the case is emergent ; if not, they are to be reserved for the next annual Committee. Whenever Arms or Accoutrements with a detachment are condemned, a copy of the Survey Report is to be forwarded to the Head Quarters of the Troop or Company to which it belongs.

M. C.
June 20, 1790.

3. When any are lost, or become unserviceable by accident, a full explanation of the circumstances is to be furnished to the Military Board ; and from detachments, to the Head Quarters of their Troop or Company.

4. Any lost or destroyed by the carelessness of men, are to be paid for by them according to established rates. Officers Commanding Troops and Companies are to furnish the Pay Master with a statement of any stoppages to be made on this account, and a copy of his receipt, with a duplicate of the list, is to accompany the Indent for others to re-place them, as a voucher to the Military Board to pass the Indent and strike them off their books.

G. O. G. G.
May 17, 1819.

5. To ensure the Arms and Accoutrements being kept in a proper state, by the Officers in Command of Troops and Companies, and actually receiving the Government contract allowance for that purpose, Officers Commanding Brigades and Battalions will cause them to be inspected once a week, at which time all borne on the Returns, whether in use or not, are to be produced.

G. O. G. G.
Feb. 11, 1815.
M. C.
June 20, 1796.

6. Arms and Accoutrements are to be classed in Troop and Company Books, by the date of their receipt from Magazines. Arms, when received, are marked with two last figures of the year ; repaired Arms having an R. in addition, to distinguish them from new.

G. O. C. C.
May 12, 1817.

7. Each man's Arms are to be marked with a letter of the alphabet denoting the Troop or Company of the Brigade or Battalion, and the number of the Brigade or Battalion under it, with

the Soldier's number in Troop or Company following, thus : $\overset{A}{1} 4$; denotes number 4 of the A. Company, 1st Brigade or Battalion.

8. Men are to take care of the Arms issued to them and keep them in proper order : in Quarters, the Arms of Europeans are to be ranged in the Arm-Racks in the Barracks when the Troops are not under Arms, and those of Natives in the Bells of Arms. In Camp in the Arm-Racks fitted to the Tents. No Arms are to be removed from these places, but for public purposes.

9. Barrels are never to be taken off the stocks, nor are the locks to be taken to pieces, except by proper Artificers ; nor are either to be rubbed with any hard substance.

G. O. C. C. 10. When the barrels of Fire Arms require to be browned,
May 4, 1818. the circumstance is to be reported to the Commanding Officer of
G. O. C. C. the station, who will give the necessary orders for their being sent
June 12, 1827. to the nearest Magazine. The locks are not to be browned, but
to be rubbed bright.

G. O. C. C. 11. Foot Artillery Companies proceeding on service, details
Mar. 8, 1813. with out-post Guns, and temporary detachments, will receive
Swords in lieu of Musquets. Companies stationed at a distance from
Magazines, are to keep a sufficient number of Swords and Belts
in store ; those in the vicinity of Magazines will not draw them
until actually required ; but Commanding Officers will, from time
to time, ascertain that a sufficient supply is in store, and if not,
they will bring the subject to notice.

12. When Swords are issued to a Company, or two-thirds of
it, the Musquets will be packed in Arm Chests and given " in de-
posit" to the Commissary or other Ordnance Officer, taking his re-
ceipt ; and on the return of the detachment, they will again be
drawn out, and the receipt cancelled, the Swords being returned
into store. The Ordnance Officer will be responsible that Arms so
placed " in deposit" are properly cared for. When a smaller por-
tion of a Company is detached, the Musquets will be deposited in
the Regimental Store Room. When a detachment does not return
to the same station, but draws fresh Arms from another Magazine,
a report is to be made to the Ordnance Officer that he may bring
the Arms " in deposit" on his books for general purposes. All
stores should be submitted to a Committee of Survey previous to be-
ing sent into a Magazine.

13. Arm Chests (containing twenty stand of Arms) are sup-
plied, at the public expense, to receive the Arms left " in deposit."
Accoutrements are also to be packed in these chests, but never
along with Fire Arms ;—Swords and Sword Belts, when in store,
may be kept in them. These chests always to be included in the
half-yearly Returns. Two are to be retained with each Troop or
Company, to contain the Surplus Arms and those of men in Hospi-
tal.

G. O. C. C. 14. Half yearly Returns (Form No. 2) of the Arms, Accou-
Jan. 18, 1837. trements, Camp Equipage, Quarter Master's Stores and Ammuni-
tion, with every Brigade or Battalion, Troop or Company, are to

be forwarded to the Secretary of the Military Board, on the 1st May and 1st November, by the Quarter Master, and Officers Commanding Troops or Companies, through the Brigade or Battalion Head-Quarters.

15. In these Returns every Article of public property, received and issued, is to be duly accounted for; the receipts of the parties to whom stores are delivered being annexed as vouchers.

16. Copies of these returns from Troops and Companies are to be forwarded to the Quarter Masters of the Brigade or Battalion, and also, all Survey Reports on stores in use, for record,—except on foreign service, when they will be sent to the Senior Regimental Officer serving with the force, who will forward them to their destination.

17. All Arms and Accoutrements are to be indented for by Officers in charge of Troops and European Companies. Indents to be countersigned by Commanding Officers of Brigades and Battalions when at Head-Quarters. In the Native Battalions, the Quarter Master indents for the Arms and Accoutrements of all the Companies present—for detached Companies Commanding Officers indent. All Arms and Accoutrements required for men detached from the Head Quarters of Troops and Companies, are to be supplied by the Officers in charge, from the spare in store, or if none spare by indenting for others, on receiving the report of deficiency and copy of Survey Report.

18. Whenever it is considered necessary to renew the Breast-plates of a Battalion, the Officer Commanding will cause a Committee of Officers to report on their condition; the Survey Reports invariably to contain the dates on which they may have been made up and served out.

Circular
No. 480.
Oct. 21, 1837.

G. O. C. C.
Dec. 31, 1833.

19. Applications for permission to make up new Breast-plates, accompanied by copies of the Survey Reports on those in wear, and by an estimate for the new ones, framed by the Quarter-Master, are to be forwarded to Army Head-Quarters in the manner prescribed for transmission of applications to provide Caps and Great Coats.

Circular
No. 33.
Mar. 22, 1832.

20. The estimate will specify the number required and the shape proposed, the cost of each and the total amount of expense to be incurred. When the new Breast-plates shall have been surveyed and issued, the old are to be sold, if originally supplied by the state, and the proceeds credited to Government.

21. When new Breast-plates shall have been furnished to a Battalion subsequently to this regulation, no change in the pattern or material is to be made, without the sanction of the Commander-in-chief.

22. In all applications to make up Breast-plates, when any change in the pattern or material is proposed, the nature of the change with the additional expense that it will occasion, is to be clearly stated,

BAND.**SECTION IV.**

R. O.
Dec. 4, 1828. 1. Soldiers of the Regiment wishing to serve in the Band under an engagement of not less than five years, will apply, in the regular channel, to the Assistant Adjutant General, in order to their being appointed to it, if found fit, after a trial of two months, by the Officer in charge of the Band. The Officer in charge of the Band may also recommend men for it when brought to his notice as qualified.

R. O.
Mar 21, 1844. 2. Soldiers entering the Band from the Regiment are distinctly to understand, that they give up all claim to promotion in their Troop or Company, and all claim of right to return to the Regiment before the engagement, they may enter into with the Band, shall cease; but in order that they may not be deprived of their fair share of advancement, the Band is to consist of 4 Sergeants, 4 Corporals, 4 Bombardiers and 39 Gunners.

3. Promotion in the Band will be regulated by the Officer in charge, and will be made at his recommendation by the Commandant. When his recommendation is received, due notification will be given to the Brigade or Battalion to which the men are to stand posted, and they will be appointed to the first vacancy in the rank by a Brigade or Battalion order a copy of which will be supplied to the Officer in charge of the Band. Until this order is received, the man is only to be appointed in the Band, to act in the advanced rank.

4. The pay and other allowances of the men serving in the Band will be drawn by the Officer in charge of the Band, and disbursed by him on regular acquittances, to be entered in a book, to be kept in his charge; but to be accessible at all times to the Commandant and Regimental Committee.

5. When any soldier wishes to leave the Band at the expiration of his engagement, he will signify the same to the Officer in charge, who will hand up the name to the Assistant Adjutant General; but if any man wishes to leave it previous to the expiration of his engagement, it is to be distinctly expressed that the consent of the Officer in charge is given thereto, as no man has the right to leave the Band at his own option after having once entered it.

6. Any man convicted of misconduct in the Band, will be re-manded to the ranks at the recommendation of the Officer in charge; and it is to be understood that inattention to the duties of the Band will be equally punished by Court Martial, with inattention to any other duty, and will subject the individual to be re-manded, on the representation of the Officer in charge, satisfying the Commandant of the necessity.

BAND.

7. No man who is remanded from the Band, is to rejoin his Troop or Company with the rank attained in it, unless especially declared in Regimental Orders; but when a man has served out his engagement in the Band, his claim to retain his rank will be duly considered on the recommendation of the Officer in charge.

8. If the Regimental Committee wish to obtain boys from the Orphan School for the Band, they may be taken on condition they shall serve in it on trial for two months, before they are finally enrolled in the Regiment; and if found unfit during that time, that they may be returned to the School. To be enrolled after his trial, he must engage to serve on Gunners' pay in the Band, on the same terms as to discharge, as Drummers in the Regiment, and will have no claim of right to be placed in the ranks. These boys may, however, be allowed to join as Drummers, to fill vacancies, (should they wish it,) with the consent and recommendation of the Officer in charge of the Band, and are to be liable to be removed from the Band to the ranks as Drummers for misconduct or inattention the same as other men.

9. * When Musicians offer themselves to be enlisted they will be expected to serve on trial a sufficient time (not exceeding two months,) to satisfy the Officer in charge that they are fit for the situation, after which they must enter into a regular contract to serve in the *Band only* for a specified period. They will on this be enrolled by the Assistant Adjutant General, and sworn in as regular Soldiers; but are not to be considered to have any claim of right to join the ranks, although this may be allowed in particular cases as an indulgence on the recommendation of the Officer in charge. If a man so enlisted wishes to leave the Band, it must be by discharge only; and if his engagement is not complete, by providing a substitute properly qualified to fill his place.

10. Every man who joins the Band from the Regiment is to take his clothing in wear with him, and on being supplied with the Band clothing that in wear will become the property of the Band, to be appropriated to the adjustment of broken periods of clothing to men who may be remanded. Men of the Band, discharged the service, are not to take away the clothing in wear, which is to be appropriated to those who replace them, according to the General Order on this head.

11. Estates of men dying in the Band to be settled by the Officer in charge, in the same manner as directed for Officers Commanding Troops and Companies; and when finally adjusted, a copy of all Documents to be sent to the Officer Commanding the Company to which the deceased belonged, who having recorded the same in the Books, will forward them to Adjutants of Battalions.

SAVINGS BANK.

SECTION V.

1. The return of the exact sum deposited in " Government Savings Bank," with interest due thereon, is guaranteed by the Supreme Government.

2. No sum less than one Company's Rupee can be deposited, and this may be done by any man requesting the Officer Commanding his Troop or Company, to make a monthly deduction from his pay. The Officer Commanding will forward a list, monthly, with his Abstract, of sums to be deducted and lodged on account of men of his Troop or Company.

3. Five per cent. per annum interest is allowed on the deposit, calculating from the 1st day of the month succeeding its deposit, to the last day of the month preceding its withdrawal.

4. Deposits, when amounting to 500 rupees, will be transferred to the Government 5 per cent. loan, unless other orders regarding them are given by the Depositor.

A more full account of this Institution will be found in Pay and Audit Regulations, pages 41, 42, 43 and 44.

BARRACKS OR LINES.**SECTION VI.**

1. The whole of the Barracks and public Buildings occupied by Europeans, are to be swept every morning by the Quarter Master's Establishment.

2. The Barracks are to be washed once a week, except during the rains, and at that season, only when the weather is fair : on these mornings there will be no parades, except guard mounting, unless specially ordered. All boxes and furniture are to be taken out before the washing commences.

3. Every Soldier in Barracks will be allowed one box 25×15×15 inches—a second if married and a third for every three children. Keeping animals in or near, or defacing the walls of the Barracks, is strictly forbidden. No private lights are allowed in the Barracks after gun-fire, except by special permission.

4. The Officer on duty will inspect the Barracks during his tour, and report any irregularity he may observe.

5. No European Soldier is to be absent from his Barracks or Lines, or visit the Lines of another Corps, without written leave from his Commanding Officer, countersigned by the Adjutant, and registered by the Sergeant Major, or Sergeant acting as such, previous to his quitting the Barracks. The leave-pass is to be shown to the Sergeant Major on his return, who will be held responsible that it is not exceeded.

6. No European Soldier is to pass through the Native Lines of any portion of the Regiment, unless regimentally dressed ; and he is not to remain there. He will be careful not to approach the choolahs or cooking places, or otherwise offend the prejudices, of the Native soldiery ; and all guards will apprehend European Soldiers offending against this order, or who may appear in the Native Lines drunk or riotous.

7. The Streets of the Native Lines are to be kept clear and open ; free from animals and filth. No jhaumps or chaupers are to be allowed to encroach on the streets.

8. Beating of tom-toms, and all processions, assemblies and feasts are forbidden in the Lines, without express permission ; and all gambling is positively prohibited. The Native Officer on duty in particular, and all Native Officers and Non-commissioned Officers in general, are to see that these orders are not broken through.

BOOKS, &c.

SECTION VII.

1. Every Adjutant and Quarter Master of a Brigade or Battalion, will keep the following Books, which will be considered as belonging to the Brigade or Battalion, and are to be delivered over to the Officer who may relieve him, a receipt countersigned by the Commanding Officer being taken and forwarded to the Assistant Adjutant General of Artillery.

- No. 1. Book for Morning Reports.
2. Copies of Monthly Returns.
3. Letters.
4. General Orders or printed General Orders bound together.
5. * Regimental and Battalion or Brigade Orders.
6. Miscellaneous Record.
7. Defaulters ; vide G. O. C. C. 8th July 1840 and R. C. 21st July 1840.
8. Register of Artillery-men, description at one end and Casualty Rolls and account of Estates at the other.
9. Register of Gun Lascars, ditto.
10. Ditto of Syces and Grass-cutters, ditto.
11. Ditto of Drivers, ditto.
12. Ditto of Horses at one end, and Annual Casualty Rolls at the other.
13. Ditto of Courts Martial.

* Litho-graphed copies of these are furnished.

The Registers of Syces and Grass-cutters, and Horses, and Drivers are to be kept distinct, (for the convenience of transfer.) with each Field Battery. The Registers of Native Artillery-men are to contain a list of the nearest of kin to each man, to be entered just before the Casualty List.

G. O. C. G.
Oct. 28, 1835.

As Quarter Master he will keep :—

- 1 Book for Incidents and Half Yearly Returns.
- 1 Ditto Clothing Accounts, Receipts and Issues.

A Division Adjutant will keep the first six mentioned Books.

2. On the relief of Officers Commanding Brigades, Battalions, and Divisions, the Books in possession of Division Staff are to be given over to the relieving Officer, who will report to the Assistant Adjutant General of Artillery whether they are complete or not ; and when the command devolves upon an Officer not at Head Quarters, this report will be made by the Senior Officer at Head Quarters, through such Officer.

3. The Interpreter and Quarter Master of a Native Battalion will keep :—

- 1 Book for Muster Rolls, &c.
- 1 ditto, Indents and half yearly Returns.
- 1 ditto, Clothing Account and Receipts.
- 1 ditto, Translation of Orders, Urzees, &c.

4. Every Officer Commanding a European Troop or Company will keep:—

No. 1. Book for Muster Rolls, Pay Abstract and Pay Acquittance Rolls in monthly succession.

2. Monthly Returns, Renewals of Contract, and for Orphan Rolls at the other end.

3. Registry of Men, with Casualty Roll and Statement of Effects, at the other end.

4. Half Yearly Returns of Arms and Accoutrements, and Indents for Stores at the other end.

5. Clothing Statements and Receipts, and for Issues of Clothing and half Mounting.

6. Practice Reports.

7. Character ditto..

8. Morning ditto.

9. Miscellaneous Records and Public Letters.

10. Station and General Orders.

11. Regimental and other Orders.

12. Entry of men drawing good conduct Pay.

13. Muster Roll of Gun Lascars.

14. Register of ditto on one side, and Register of next-of-kin and Casualty Roll and Statement of Effects on the other.

And when a Field Battery is attached with Horses, Bullocks or Camels.

15. Book for Registry of Cattle.

16. Syces and Grass-cutters.

17. Drivers or Sowars.

5. Each Soldier will be provided with an account Book, in which his monthly pay, with every item of deduction, will be entered; and the account will be signed by the Officer Commanding the Troop or Company or Detachment, monthly.

6. Every Officer Commanding a Native Troop or Company will keep :—

No. 1. Book for Muster Rolls, Pay Abstract and Pay Acquittance Rolls.

2. Monthly Returns and Returns of Arms and Accoutrements.

3. Registry of Men, Casualty Rolls and Statement of Effects at the other end.

4. Clothing Statements and Receipts, issues of Clothing at the other end.

R. O.
Sept. 10, 1835. 5. Miscellaneous Records, and Order Books, and Registers, when Field Batteries are attached, the same as in European Companies.

Pay Statements will be attached to Abstracts.

R. O.
Mar. 21, 1835. 7. Officers Commanding Brigades and Battalions will inspect the Books of their Staff, and Troop or Company Officers at Head Quarters once a quarter, and Senior Officers of Brigades and Battalions at Stations, will inspect those of detached Troops and Companies, and report having done so to their Commanding Officers. At these inspections, Field Battery Tables, Laboratory Courses, Pay Regulations, Orphan Society Rules, Printed Regimental Standing Orders Gun Drill, and all public Books, are to be produced. Inspecting Officers will notice the circumstance, if the Books are not brought up. They will affix their signature to the last paper in each Book.

Letter
A. A. G. A.
No. 1184.
Nov. 21, 1827. 8. When an Officer, in actual command or charge of a Troop or Company leaves it, his successor will examine and see that the Books are complete in number, regularly brought up, and countersigned. If satisfied that all are correct, he will sign a detailed receipt, which will be forwarded by the relieved Officer, to the Head Quarters of his Brigade or Battalion for deposit; a copy being entered in the Book after the last Muster Roll, vide section 45 par. 5 and 6.

9. Every Officer Commanding a Detachment, not the Head Quarters of a Troop or Company will keep up :—

No. 1. Book for Muster Rolls, Pay Abstracts, Acquittance Rolls, Monthly Returns, Returns of Ordnance and Ordnance Stores, and any other Public Documents.

2. Division, Station, Regimental, and other Artillery Orders.

3. Letters and other Miscellaneous Records.

4. Character Rolls, Crimes, Punishments, &c. Copies of all papers despatched will be entered in the proper book.

10. When relieved in the Command of a Detachment, an Officer will prepare a list of Books, which will be examined and signed by the relieving Officer, (as laid down for a Company.) A copy is to be entered in the Books, and the original to be forwarded to the Officer Commanding the Division whence the Detachment is furnished.

11. These Books are never to be removed, except when the whole Detachment moves; when a part is ordered away, the Officer Commanding it is to make extracts of whatever he thinks may be useful for his guidance.

12. On the march on service of any portion of the Regiment, the Books actually in use are to be carried with it; the others may be left behind, but must be carefully disposed of.

13. If Books accumulate with a Troop or Company so as to be inconvenient to carry about, they may be sent, by order of Commanding Officer of the Brigade or Battalion, to the Adjutant's Office, or be directed by him to be destroyed; but in no case is this permission to be extended to such Records as can possibly be required to establish any of the men's claims.

14. Bibles and Prayer Books having been served out to all who can read, they are to be produced at the weekly inspection of necessities. Commanding Officers of Troops and Companies will report to their Adjutants on 1st May and 1st December annually, the names of such as are deficient of them with the necessary explanation. After the receipt of the Reports Commanding Officers of Brigades and Battalions will, on 1st January and 1st June, forward Indents, to the Assistant Adjutant General of Artillery, for the whole which are deficient, specifying distinctly the number in each Troop or Company. The Rolls and explanations are to accompany the Indents.

G. O. G. G.
Dec. 7, 1827.

BULLOCKS.

SECTION VIII.

G O G G.
Dec 23, 1820.

G. O. G. G.
Mar. 16, 1821.
R. O. P.

R. O.
Nov. 15, 1837.

1. The Senior Foot Artillery Officer at a station, will hold a general controul over all the Ordnance Bullocks, attached to transport Trains, Field Batteries and Post Guns; he will prevent their being over worked, or kept too fat, and he will be responsible for their condition and feeding. The immediate control of the Field Battery Bullocks (except at Dum-Dum, where it rests with the Commandant) is vested in the Officer Commanding the Company to which the Field Battery is attached.

2. The Transport Train Cattle are under the immediate charge of the executive Commissariat Officer, and no interference is to take place with their employment by him, unless they are overworked — all cases of difference of opinion to be referred to the Officer Commanding the station.

3. The number of Cattle attached to Divisions, is to be noticed in remarks on the back of the Monthly Return, and a Monthly Report of their condition is to be made to the Commandant, by the Senior Foot Artillery Officer.

G. O. R. V.
Dec. 22, 1809.
Feb. 6, 1810.

4. Each Bullock will receive from the Commissariat, daily, two seers of Gram and seven seers of dry Fodder, in Cantonments, when bringing in Fodder; when halting on Service for more than one day, or when marching without carriages. When marching with carriages and for the usual resting days, the Gram is to be increased to three seers. Four chittacks of Salt monthly, divided into daily portions, is to be given to each Bullock, and Musala four times a month.

5. The Senior Foot Artillery Officer may order one extra seer of Gram, and Boosa at discretion, to any Bullock, which, from personal inspection, he is satisfied requires it to bring him into good working condition, and will give a certificate of such, or of extra Musala being furnished, as also of Oil expended, on the line of march, given to fatigued Bullocks as a drink; and in general, of any extra Articles given by his order, or by order of a Commanding Officer of a station at his requisition.

6. The Driver will receive the Gram and Fodder of each pair of Bullocks in his charge and serve it out to them. A Subaltern Officer of Artillery will, if practicable, attend the feeding, and see their allowance placed before them. The Bullock Sergeant will also attend with the Sirdar Drivers, and when no Officer is present, the Bullock Sergeant will superintend.

7. When the food is of bad quality, the Officer or Non-commissioned Officer superintending the feeding, will report the circumstance to the Commanding Officer of Foot Artillery, who will bring it to the notice of the Commissariat, and have it exchanged.

8. Each Bullock will be provided, by the Commissariat, with one jool and one head-rope; and each pair, with one Curry Comb and one hand rubber; also a piece of taut not less than three feet square, to feed from; and each detail for two guns will be furnished with one picket rope to tie them to in Camp. These are to be taken care of by the drivers of the Bullocks, respectively, and the Sirdars of details will be held responsible for their being properly preserved, and will have to account for their loss, or careless destruction.

9. The Officer on duty will make a weekly inspection of the foregoing articles, when he will notice such as may appear unserviceable, in order to their being condemned by a Committee of Survey, and replaced by the Commissariat.

10. A Bullock, when sick, is to be given over to the Commissariat Agent, who will provide medicines, &c.

11. When there is good grass, the Bullocks may be grazed for a few hours daily, but no diminution is, in consequence to be made in their allowance. The jools are never to be kept on the Bullocks when in trace, or during the day in stalls, from 1st March to 1st December, except for a few hours in the middle of the day, when the wind is very high. When not in use, the jools are to be hung upon the pegs, and, when marching, they will be carried by the Commissariat.

12. The Bullocks are to be picketted outside their sheds, morning and evening for at least an hour, when the weather permits, where they will be curry-combed and receive their gram. In the hot-weather they may be picketted outside, all night; they will be watered at 9 A. M. and 5 P. M. in the hot weather, and at noon in the cold, and be washed once a week, and practiced in swimming when water is in the vicinity of the sheds.

13. Whenever Bullocks are deemed unfit for Artillery purposes, though not worn out, application is to be made to the Commissariat, who will change them; but when unserviceable, they are to be brought before a committee, and if condemned, will be branded with the letter R in presence of the Senior Officer of Foot Artillery and delivered over to the Commissariat. For this purpose, a marking iron, 3 inches long by 2 inches wide, will be kept at each station and post, and repaired by the Train Establishment, (where there is one,) or by Commissariat.

14. Deficiencies from casting or other causes at outposts, are to be reported to the Head-Quarters of the Artillery Division, from whence others will be detached unless there are extra cattle with the Commissariat on the spot, in which case they will be replaced and a report made. All deficiencies in Ordnance Bullocks are replaced by the Commissariat.

15. The Bullock-Sergeants, with Light Field Battery Bullocks, are to move with their Companies, and their places to be filled up from the relieving Company.

CANTEEN.

SECTION IX.

G. O. G. G.
Mar. 5, 1835. 1. The Canteen Fund is to be managed by a quarterly committee of a Captain and two Subalterns of not less than 5 years standing (when practicable) who will superintend the affairs of the Canteen, and make up the accounts quarterly, and submit them to the Commanding Officer of the Brigade, Battalion, or Division, accordingly as there may be one or more Cantéens at the station.

G. O. G. G.
Mar. 5, 1835. 2. In appropriating these Funds, the following objects are to be principally attended to; Commanding Officers allotting the Funds to all or any of them as they may think most beneficial.

No. 1. The Regimental School.

2. The Soldiers' Library.

3. The improvement in additional cleanliness and comfort to the Soldiers' Messes.

4. Providing objects of amusement, and exercise.

5. A Fund for widows and orphans.

6. A Fund for old and disabled Soldiers when receiving their discharge from the Regiment.

7. In aid of the women and children on their removal from one station to another.

3. Copies of the instructions issued, with a statement of the accounts for the half year will be forwarded for deposit in the Assistant Adjutant General's Office. These reports to have the inner margin blank for binding.

4. Should any special objects for the appropriation of the Funds suggest themselves, or should any proposed appropriation be considered more of a General Regimental nature than of local importance, the case may be referred to the Commandant and the Funds reserved for his orders.

5. The Canteen rules are fully laid down in G. O. G. G. 5th March 1825, cancelling all previous orders.

6. Men may attend the Canteen in the same dress as laid down for Messing and School.

7. At the Head-Quarters of a Brigade or Battalion where one or two Troops or Companies are present, the following establishment is sanctioned.

Two Troops or Companies. Monthly Salary.	One Troop or Company. Monthly Salary.
30 Canteen Sergeants 20	
10 Assistants 7	
15 3 Native Writers, 2, 10	
4 Bheesties 4	
4 Sweepers 4	
63	45

8. The following books of accounts are to be kept.

No. 1. "The Canteen daily expenditure book."

2. "The liquor monthly account book."

3. "The Canteen Fund account book."

4. "Periodical and other return book."

5. "Proceedings of Canteen Committees."

9. Numbers 1 and 2 may be kept in the form found most convenient, but the forms laid down for 3, 4 and 5 are to be strictly adhered to throughout the Regiment.

CASUALTIES.

SECTION X.

1. Casualties of men by death, desertion, dismissal, or otherwise, in any detachment will be reported by its Commanding Officer, to the Officer Commanding the Artillery, in the Station or Camp where the Troop or Company furnishing the detachment is serving. On the receipt of such report, the Commanding Officer of Artillery, with the sanction of the Officer Commanding the Station, will order men from that Troop or Company to fill up the vacancies in the detachment, if on service or permanently stationed. The above report will be communicated to the Officer Commanding Troop or Company through the Commanding Officer of the Brigade or Battalion.

2. Casualties of Officers, European and Native, are to be reported immediately by Senior Regtl. Officer, to the Adjutant-General, and to Head-Quarters of the Regiment, also to the Officer Commanding the Artillery Division in which the Officer was serving, and to the Head-Quarters of his Brigade or Battalion. Reports of Casualties will also be made, from Head-Quarters of Brigades and Battalions, to the Adjutant-General of the Army, and to the Assistant Adjutant General of Artillery.

G. O. C. C.
Nov. 9, 1809. 3. The Commissions of Native Officers dismissed the Service, are to accompany the report of the same being carried into effect, which will be sent to the Assistant-Adjutant-General Artillery. Other reports are also to be made as prescribed above except to the Adjutant-General of the Army, which the Commandant will make.

4. Casualties beyond seas are to be reported to the Senior Regimental Officers with the force, who will communicate them to the Assistant-Adjutant-General Artillery, and the Head-Quarters of the Brigade or Battalion to which the Casualties belonged.

G. O. C. C.
Oct. 22, 1811. 5. Every man, received on, or struck off, the Roll, so as to affect its numerical strength will be considered a Casualty in the Troop or Company, Brigade or Battalion. A man exchanged from one portion of a Brigade or Battalion to another, although a Casualty in the Troop or Company, will not be one in the Brigade or Battalion.

6. A Casualty Roll is to accompany the monthly returns, both to Army and Regimental Head-Quarters, of each Troop or Company in which will be entered all the Casualties of the past month; giving a full detail, in the column for remarks, of the cause, date, and place, of occurrence. In the case of native invalids, whether disabled by wounds, age, or long service; and whether European Invalids sent to Europe are recommended for a pension or not.

7. Commanding Officers of Brigades and Battalions, will forward with their monthly returns, Casualty Lists of Europeans and Natives, prepared from the Company ones, to the * Adjutant-General of the Army, and to the Assistant-Adjutant-General Artillery; vide Forms No. 6 and 7, and G. O. C. C. 16th October 1833 and 8th May 1834. When no Casualty has occurred during the month, a memo, to that effect will be sent with the Returns.

G. O. C. C.
Feb. 9, 1838.
R. O.
Feb. 25, 1838.

8. An Annual Casualty Roll of Europeans will accompany the Long Rolls from Brigades and Battalions, prepared in the same form; and in the column for remarks accounting for every Casualty, and specifying the dates of occurrence, and whether discharged men have been disabled by wounds or are superannuated, and, whether they are recommended for pension. Men obtaining their discharge in the Field, sent to an Insane Hospital, or transported as convicts, are to be struck off from their Brigades or Battalions without waiting for a Regimental Order, and the circumstance is to be noted in the next Casualty Roll.

G. O. G. G.
Nov. 24, 1821.

G. O. G. G.
Mar. 15, 1827.

Numerical Abstracts of Syces and Grasscutters are substituted.

AG. No. 1844.
Sept. 7, 1844.

CERTIFICATES.**SECTION XI.**

1. On the transfer of any Soldier from a Troop or Company, the Commanding Officer of it will prepare a certificate of his Pay and Batta; noticing at the bottom any arrears which have been drawn but not received; one of Clothing, or Compensation for it; and, if an European, the Compensation for Half-Mounting and Quilt last issued to him, with any remarks which may appear necessary. These certificates are to be invariably prepared on separate quarter-sheets of foolscap paper, one-half to be doubled down to protect the written side; words, and *not* figures, are to be used in all Certificates, except to express dates.

A Memo. of all certificates furnished is to be entered in the record books.

2. These Certificates are to be made out in duplicate. One will be given to the Soldier, if he proceeds alone, or to the person in charge of the party; and the other will be forwarded, by dâk to the Officer under whose charge the Soldier will finally be.

3. The Certificates sent by dâk, or given to a European Commissioned Officer, may include all men of the same Troop, Company or Department, but those delivered to the parties themselves are not to include more than one man each.

4. No Officer is to receive charge of men without the necessary Certificates. If they do not arrive with the men, he is to report the circumstance to the Commanding Officer of Artillery on the spot, who will make the necessary application.

5. To Detachments sent on Command the necessary pay-certificates are to be furnished, and Officers despatching and receiving Detachments, will follow the rule laid down for men when removed from one Company to another.

6. The Certificates are to be signed by the Officer granting them, and countersigned by the Adjutant of the Brigade, Battalion, or Division when at Head-Quarters.

CHARACTERS OF MEN.**SECTION XII.**

1. Officers Commanding Troops and Companies are to keep Character Books in which the joining, crimes, punishments, promotions, reductions, or other occurrences, (with their dates,) affecting the character of their men, are to be entered. Men's names are to be entered alphabetically, and an alphabetical Ledger-Index is to be attached to this book. All entries in it are to be made in the Officer's own hand-writing and it is, on no account, to be left in the charge of Pay-Sergeants or Havildars,*

R. O.
July 23, 1836.

R. O.
Feb. 24, 1836.

R. O.
Oct. 9, 1833.

2. Written characters are never to be granted to men of the Regiment without the countersignature of the Senior Battalion or Brigade Officer.

3. When removed from one Troop or Company to another, an extract from the Character Book, including at least three years back, (in case the soldier has been so long in the Regiment) is to be sent with every European Soldier to the Officer Commanding his new Battalion, Brigade, Troop or Company, and should he have been guilty of any aggravated crime or series of misconduct, anterior to the period, the circumstance should be stated in the extract, or a full copy given to enable his new Commanding Officer to judge of his character. A memorandum of the time passed in confinement, which is to be deducted from his service, under xxxiii Section of the Mutiny Act, is to be inserted in the above-mentioned extract of character.

4. When any Native Soldier is promoted to the rank of Havildar, a full copy of his character-roll is to be forwarded to the Adjutant of his Battalion.

5. Character-Rolls of Native Officers and Havildars are to be kept with each Brigade or Battalion in the same form; and copies of them will be forwarded to the Assistant-Adjutant-General of Artillery when Lascars attain the rank of Havildars, and Golundauze that of the Soobahdar.

6. On all occasions of transfer, copies of Native Officer's and Havildar's Character-Rolls are to be sent to the new Brigade or Battalion.

7. Any occurrence affecting the character of a man whose name has been handed up, is to be duly reported: and Officers Commanding Detachments, European or Native, are to bear this in mind, and make the report to Officers Commanding Brigades or Battalions who will cause the same to be registered in the records.

* In no case is an entry to be made in the defaulters book, until the Officer whose duty it is to make the entry shall have investigated into the circumstances of the offence in the presence of the accused. G. O. C. C. Jan. 6, 1844

CLOTHING REGULATIONS.

SECTION XIII.

1. The Clothing for the Artillery, both Horse and Foot, above Allahabad, is prepared by the Agent of the 1st Division Army-Clothing at Futtighur, and for that below Allahabad, by the Agent of the 2nd Division in Fort William.

G. O. C. C.
May 12, 1840. 2. Officers Commanding Troops or Companies or in charge of non-Effective Staff, will prepare Nominal-Rolls, in which all men borne on their strength are to be classed according to the sizes of the clothing required, with an abstract at the bottom shewing the numbers included in the different sizes, and forward them to their Quarter-Masters so as to reach before the 1st February annually.

G. O. C. C.
Mar. 29, 1842.
& Mar. 3, 1845. 3. Officers Commanding Brigades and Battalions, and in charge of Departments, will from the foregoing Rolls, prepare statements in triplicate, (see form No.* 10) of the Clothing which will probably be required on the 1st of January following, for the men under their command; forwarding one to the proper agent direct, one to the Secretary of the Clothing Board, and one to the Assistant-Adjutant-General, of Artillery in all the 1st week of February in each year.

4. When complete Troops or Companies of any Brigade or Battalion, whose Head-Quarters are in one circle of Agency, are stationed within the other circle, separate statements will be sent to the Agents for the parts within their respective circles; but the whole will be included in the statements for the Secretary to the Clothing-Board, and Assistant-Adjutant-General Artillery, remarking what has been sent to each Agent.

5. These statements are only to include the European Soldiers who are actually borne on the strength of a Brigade or Battalion when sent in; but to include the full established complement of Natives, (whether complete at the time or not) also any Natives who may be then in excess to the established complement. These Rolls are to be considered as closed on the muster taken in February; and men subsequently transferred are to be included in the statement of their former Troop or Company, and no change is to be made in them in consequence of any transfer of men after that date, who are to be provided for by Commanding Officers, causing statements of all Casualties in their Brigade or Battalion to be made up to 1st September of each year, shewing the number struck off and received, and in cases of transfer, noticing also the Brigades or Battalions from and to which transfers, have been made, and the size, or class, to which the transfers belonged.

* Form altered by G. O. C. C. 26th December 1842.

6. These statements are to be prepared in triplicate and forwarded by Brigades and Battalions by the 5th September AT LATEST, one to the Agent direct, one to the Secretary of the Clothing-Board, and one to the Assistant-Adjutant-General Artillery.

7. On the foregoing Statements, Commanding Officers of Brigades and Battalions will request the Agent to make the issues to the several Troops and Companies according to their altered strength, and they will afterwards cause the result of these arrangements to be made known to the Officers Commanding their Troops or Companies. But it must be understood that no arrangement of the above nature can be attended to by the Agent which reaches him after the 1st November, except in cases of unforeseen emergency.

8. The foregoing arrangements are equally applicable to the Clothing of European Recruits, who, on first landing from Europe, will have their Bounty Clothing drawn for in the Battalion or Detachment at Dum-Dum to which they are appointed, or with which they may be ordered to do duty.

9. When Supernumerary Natives have been included in Estimates sent to Agents, and the number becomes reduced by Casualties, Commanding Officers of Troops and Companies to which they belonged will report the same, as the Casualties occur, to the Quarter Master of the Brigade or Battalion, that intimation may, at the proper period, be forwarded to the Agent by the Commanding Officer.

10. When any part of a Brigade or Battalion has been estimated for in one circle of Clothing, and afterwards by relief, or otherwise, becomes removed into another circle, the Commanding Officer will acquaint the Agent to whom the estimate was sent who will arrange for its supply by the Agent of the circle to which it is removed, or take such other measures as may appear most advisable. The Commanding Officer will report the arrangement made to the Assistant-Adjutant-General Artillery.

11. The whole of the Clothing for the Regiment (excepting the Battalion and Detachments at Dum-Dum) will be packed up at the Agency Godowns and under instructions from Commanding Officers of Brigades and Battalions despatched by the Agent to Commanding Officers of Troops and Companies, to whom the Agent will report the despatch as soon as it takes place. A list of the contents of each bale is to be put into it, and a Duplicate Copy of the same forwarded to the Officers to whom the Clothing is consigned, immediately after its despatch.

12. When Clothing reaches its destination, all the Bales will be opened in presence of a Regimental Committee (if procurable) and the Clothing as invoiced will be brought on the Books of the Troops and Companies for which it is intended, entry being made when any thereof may be deficient or condemned.

13. When the Agent despatches the Clothing, he will forward a packing account to the Officer Commanding the Artillery at the station to which it is destined, shewing the contents of each Bale, and he will communicate the same to the Officer Commanding the Troop or Company, who will report to his own Commanding Officer any difference between this and the quantity ordered for it.

G. O. C. C.
Mar. 5, 1828.

14. In all cases where the contents of a Bale have been found damaged or unserviceable by a Regimental Committee, it is necessary to apply for a station Committee on the bad Clothing, a copy of whose report will be forwarded to the Brigade or Battalion Quarter Master. But Officers are held responsible that Clothing is not rejected on insufficient grounds, or for slight imperfections that may be remedied on the spot.

G. O. C. C.
Sept. 29, 1835.

15. The state of the Clothing and accuracy of the invoices having been ascertained, it will either be immediately served out, or retained in store (according as it may have been received before or subsequent to 1st January, or the period when it became due) under the following arrangement. Each Troop or Company will furnish the Senior Regimental Officer with three Rolls: viz. 1st, one of men borne on its own returns and Muster-Rolls, actually present at the station, and who are entitled to receive Clothing as having been, or being likely to be, on the Muster Rolls of some Troop or Company of the Regiment on the 1st January, when the Clothing falls due; but not to include any men of other Troops or Companies, who may be doing duty. At the foot of this Roll is to be annexed in a distinct list, the names of men who are present as above, but who are not entitled to receive Clothing, giving opposite to each man's name, the reason why he is not entitled:—2d, One of men absent, whether in Acting Staff Situations, on Command, or on leave, &c. &c. who are entitled as above to receive Clothing and who are actually borne on the Troop or Company, Muster-Roll or returns, and at the foot of this will be annexed a similar list of those absent, but who are not entitled: So that these two foregoing Rolls may account for the complete strength of each Troop or Company: 3rd, One of men doing duty from other Troops or Companies, shewing those who are entitled, and to what Troops or Companies they belong; so that the three Rolls will include every man actually present at, or dependant on, the station.

17. In preparing these Rolls, it is to be observed, that the following men are not entitled to Clothing: 1st. Those who are not likely to be, or were not, present on the strength of any Troop or Company of the Regiment on the 1st January when the Clothing falls due, according as the Rolls are prepared before, or after that date. 2nd, Those men, (or their heirs) who have died, deserted or been discharged, or who have been transferred to other Corps before 1st January: 3rd, Men entertained, or received from other Corps after the 1st January; (when the issue has been delayed

beyond that date) the former being supplied from surplus "Clothing in wear" which is left behind by deserters, &c. &c. the latter, having their claims on the former Corps or Department.

18. From these Rolls, to each of which will be annexed a figured abstract, the Senior Regimental Officer will be able to ascertain whether the Clothing actually received is equal to the supply for the men of the Troops and Companies at the station contained in the first two Rolls, and when, to effect this, it is necessary to transfer the surplus of one Troop or Company to complete deficiencies in another, it will be done. When surplus on the whole shall still be left, he will direct its issue to the men in the third Roll, and in this case he will direct immediate information to be given to their proper Troop or Company, that the Clothing may not be sent to them. But if the men in the third Roll cannot be supplied, he will, in like manner, cause due notice to be given to their respective Troops or Companies, that measures may be adopted for their supply.

19. On these arrangements being communicated by the Senior Regimental Officer present to the Officer Commanding Troops and Companies at the station, they will immediately prepare to carry them into effect; observing, that all the Clothing for detached men at the same station are packed in one Bale, if practicable. The Clothing, however, for men DOING DUTY at other stations with Artillery Troops or Companies of the same branch, will not be packed up until a report is received, under the operation of the preceding article, whether it can be supplied or not at the station where they are serving. When the Bales are so packed, and properly directed, they will be delivered to the Staff Officer, accompanied by separate nominal Rolls and blank Acquittance Rolls of the details for which each Bale is intended.

20. The Staff Officer on receiving these Bales, will take immediate measures to despatch them to the proper stations, sending the Nominal Rolls of the men with the Bales, and the Acquittance Rolls by Dak: and when the Clothing is issued at the stations, the Acquittance Rolls will be filled up and returned to the Troops or Companies through the Staff Officer from whom they were received.

21. When the issue of Clothing has been completed, Commanding Officers of Troops and Companies will prepare their respective distribution statements. In these statements, see Form No. 11, they will account for, first.

RECEIPTS.

1st. The quantity of Clothing invoiced for their Troop or Company.

2nd. The Clothing received from any other Troop or Company at the same station to complete their issues, either for their own men, or for men doing duty.

3rd. The Clothing received from other Troops or Companies, for men of their own Troop or Company, doing duty with them. In both the last cases they will specify in distinct lines from what Troop or Company received: secondly,

ISSUES OF

1st. Any Clothing condemned or deficient, referring to the Survey Report by which it was condemned, and accounting at the foot for any deficiency, as far as practicable.

2nd. The Clothing issued to men of their own Troop or Company whether present or absent, according to the Monthly Returns of the 1st January, by which it is regulated.

3d. After striking the balance of the foregoing, they will account for all issues to men of other Troops or Companies who are doing duty with theirs, specifying in distinct lines, the Troops or Companies to which such men belong.

22. The balance on the whole will shew the actual surplus, which is to be delivered into the Brigade or Battalion store-room at the station: delivering, at the same time, the distribution statement to the Adjutant and Quarter-Master, or Commanding Officer.

23. The Senior Regimental Officer, on finding these statements correct according to the Rolls, will cause his Staff-Officer to countersign and return them to the Troop or Company, in token of his having received the Clothing in question. He will then report to the Assistant-Adjutant-General Artillery the completion of the issue at his station, forwarding at the same time the Rolls upon which the issue has been made, after entering therein the names of all men remaining unsupplied, and of whom a separate list must also be enclosed.

24. Officers Commanding Troops and Companies will then forward their distribution statements to the Adjutants of their Brigades or Battalions, accompanying them with Nominal Rolls of such men as remain unsupplied, and accounting for the same as far as practicable.

25. Commanding Officers of Brigades and Battalions will examine the Rolls, and see that all their men are either supplied, or accounted for as above, and cause the necessary enquiries to be made, regarding any that do not appear to be so. They will then cause complete distribution statements of their respective Brigades and Battalions to be prepared and forwarded to the Assistant-Adjutant-General of Artillery, accompanying them with a General Roll of the men who appear unsupplied, and affording such explanations as may appear necessary. At the foot of these statements will be particularly detailed at what stations the surplus Clothing is deposited, and in whose custody.

26. The Assistant-Adjutant-General of Artillery will submit the distribution statements to the Commandant; and, with reference to the completion of any deficiencies that may exist, will report to the parties concerned.

27. The Officer Commanding each Troop or Company, will as soon as practicable after all the issues are made, prepare Acquittance-Rolls of the men of the Troop or Company, (which will be collected and transmitted* to the Assistant-Adjutant-General of Artillery) on the same principle as those for the pay; and in issuing the Clothing, great care must be taken that the signatures of all the men present, are actually obtained in their Troop or Company Books.

28. At those stations where the Head-Quarters of two or more Brigades or Battalions are, the Clothing for each will be received by its own Quarter-Master; and the same form will be observed at the issue, as if they were at distinct stations.

29. All Clothing which may become surplus at out-posts from the annual supply, will be returned to Quarter-Masters by the same carriage that took it out, accompanied by a report of the occasion of the surplus, and all surplus Clothing ascertained as being at stations west of the Jumna, may be sent by the first favorable opportunity to the Quarter Master of the nearest division on, or within that river, but Commanding Officers will not return surplus new Clothing to the Agent until they are satisfied from the Reports that it is not required; until which time it is to be kept in store at stations respectively.

30. No surplus Clothing will be returned to the Agencies at the expense of the off-reckoning Fund without authority from the Clothing Board. This will not preclude Commanding Officers from availing themselves of any opportunity that may offer of returning such Clothing exempt from any charge to the Fund.

G. O. C. C.
Jan. 20, 1830.

31. All package is to be carefully preserved. That sent to out-posts is to be returned to the Quarter-Master who sent it, who will take the first favorable opportunity of returning all with him to the Agent: or it will be sent to the magazine of the station, to be returned as opportunities offer.

32. Definition of Clothing in wear. The term applies to all articles of Clothing of the two years preceding each 1st of January, (whether actually in use, or only due in regular course from the Clothing Agent:) both Coat and Pantaloon.

G. O. G. G.
No. 213.
Oct. 12, 1827.

33. When a man is removed from one Troop or Company to another of the same branch in the Regiment, he is to take his "Clothing in wear" with him; but if he is removed to a different branch of the Regiment at his own request he will leave his "Clothing in wear" with the Troop or Company for his successor, receiving the Clothing for that branch to which he is removed, from the man whose vacancy he fills.

Vide Clothing Regulations, pages 82 and 83.

34. The "Clothing in wear" of natives who die in the service, who are discharged or who desert, is to be considered available for the Recruits entertained to supply vacancies.

35. "Clothing in wear" is, however, to be considered the property of individuals in possession of it, when such individuals are merely transferred from one Corps, or one Department to another, and are not finally struck off the strength of the Army, in consequence of death, discharge, or desertion.

36. Should Compensation in lieu of Clothing have been issued for either of the two years preceding each 1st January, a casualty is to be permitted to retain the money compensation, in consideration of his relinquishing, instead of it, an article in kind of the previous year, so that there may be invariably a Coat and a pair of Pantaloon for a Native Recruit to fill a vacancy.

37. When men are struck off (except in cases of discharge or desertion) and have Clothing due for a whole period for which it ought to have served, had it been duly issued,—they are entitled to compensation which will then be drawn for them.

38. On any *augmentation* of the strength of the Regiment Bounty-clothing will be drawn in the same manner as regular Clothing, except for Europeans posted as recruits, for whom Bounty-clothing is drawn on their entering the Service by Commanding Officers of their Battalions or Detachments.

39. Whenever any soldier who has been serving in a Staff situation, is remanded to the Regiment, he is expected either to have been provided with all Clothing due to him in kind, or to have received compensation for it. Should this not be the case, it should immediately be enquired into and settled, by Officers Commanding Troops or Companies.

40. If the man has his Clothing in use, he will be allowed a reasonable period to equip himself in the proper uniform, but if his Clothing is not in use, or if he has received compensation, he will be required immediately to provide himself; or not doing so, it will be provided for him at his own expense.

41. The arrears of Clothing due should be drawn in arrears by the Officer Commanding the Troop or Company which the man joins, either in compensation, or in Clothing of a proper description; and when the latter is not in the soldier's possession, it is invariably to be indented for instead of compensation.

42. No claim can be maintained on Government for Clothing or compensation which has been more than one year due, unless on satisfactory proof that the delay in issue has not arisen from neglect, either in originally applying for, or subsequently representing the want of the regular supply; or from some cause not under Regimental Controul.

43. No Clothing is ever to be issued to any man as Bounty-Clothing until the Indent for such Bounty-Clothing has received the sanction of the Clothing-Board. Officers sanctioning the issues of any Clothing in store, for this purpose, without such authority, will be held responsible to Government for the cost, should it not be allowed.

44. The Clothing of men serving in the Band, will be provided by the Regimental Committee, who will receive compensation in lieu of it from the Clothing Board. This compensation is to be drawn annually. Men doing duty in the Band, will, therefore, be deducted at the foot of the regular statements of Brigades and Battalions.

45. Officers Commanding Brigades and Battalions, will forward to the Secretary to the Clothing Board, as soon after the receipt of the returns as possible, an abstract of the Monthly Returns of each Troop or Company under their Command for the month of December each year, agreeably to the muster on the succeeding 1st January.

46. The Assistant-Adjutant-General of Artillery will also prepare a General Return shewing the strength of the several Troops and Companies of the whole Regiment.

47. At the foot of these Rolls, the men, doing duty with the Regimental-Band attached to Companies, will be deducted as directed in paragraph No. 44.

Great Coats supplied to European Troops at the public Expence. G. O. G. G.
Jan. 19, 1841.

Not supplied to European Non-Commissioned Staff of Regiments or Departments receiving Staff Pay—to men in the Band or to $\frac{1}{2}$ pay Buglers. G. O. C. C.
Apr 15, 1842.
May 28, 1842.

The cost of Great Coat is 8-11-6. G. O. C. C.
Jan. 17, 1843.

Old Great Coats to be indented for, for Recruits. G. O. G. G.
May 30, 1845.

Men transferred from one Company to another to take their Great Coats with them. R. O.
Nov. 13, 1843.

Indents for Great Coats to be forwarded to Secretary to Clothing Board from Battalion Staff. R. O.
Apr. 28, 1845.

CLOTHING, &c

COMPENSATION ALLOWED IN LIEU OF CLOTHING.

Horse or Foot Artillery.	Description.	How often renewed.	COMPENSATION ALLOWED IN LIEU OF CLOTHING.												
			Subadar.	Jemadar.	Sergeant Major.	Drum and Fife Major.	Sergeant or Havildar.	Corporal or Naik.	Bombardier and Gunner.	Trumpeter.	Carrier.	Drummer.	Privates.	Sirdars.	Drivers.
European Horse Artillery.	Helmet.....	3 years.			7 14 2		4 7 11	3 15 4	3 15 4	6 11 0	4 10 0				
	Jacket.....	2 years.			17 1 10 4		9 7 4 1/2	8 8 11 1/2	4 8 11 1/2	4 8 1 1/2	4 8 1 1/2				
	Overalls.....	2 years.			8 8 0		4 4 0	3 4 0	3 4 0	3 4 0	3 4 0				
	Breeches.....	2 years.			5 8 8		5 8 3	5 8 3	5 8 3	5 8 3	5 8 3				
	Gloves.....	1 yr. 1/2.			0 12 2		0 12 2	0 12 2	0 12 2	0 12 2	0 12 2				
	Cloaks.....	3 years.			3 11 0		3 11 0	3 11 0	3 11 0	3 11 0	3 11 0				
European Foot Artillery.	Full dress Cap	2 years.			1 12 5 1/2		0 12 5 1/2	1 9 11 1/2	1 9 11 1/2			1 9 11 1/2			
	Coat.....	2 years.			17 1 10 3		9 7 4 1/2	8 8 11 1/2	4 8 11 1/2			5 0 5 1/2			
	Pantaloon....	2 yrs. 1/2.			7 0 0		3 8 0	2 8 0	2 8 0			2 8 0			

CLOTHING, &c.—Continued.

COMPENSATION ALLOWED IN LIEU OF CLOTHING.															
Horse or Foot Artillery.	Description.	How often renewed.	Subadar.	Jemadar.	Sergeant Major.	Bugle Major.	Sergeant or Havildar.	Corporal or Naik.	Bombardier and Gunner.	Trumpeter.	Farrier.	Bugler.	Private.	Sirdar.	Driver.
Native Horse Artillery.	Jackets.....	2 years.	21 2 9	12 9 9½	21 9 11½		9 8 9	4 12 6½	4 11 8½	4 8 0 ½	4 0 1				
	Overtails	2 years.	8 12 0	4 12 0	8 12 0		3 12 0	3 12 0	3 12 0	3 12 0	3 12 0				
	Breeches.....	3 years.	5 8 3	5 8 3	5 8 3		6 6 3	5 8 3	5 8 3	5 8 3	5 8 3				
	Gloves.....	yearly			0 12 2										
Native Foot Artillery.	Full dress Cap	2 years			1 12 5½										
	Coat.....	2 years.	10 12 11½	7 14 ½	7 1 10½	25 7 2½	7 6 4 4	8 1				1 9 11½	1 6 ½		
	Pantaloon...	2 year.	7 0 0	3 8 0	7 0 0	7 0 0	2 8 0	2 8 0				2 8 0	2 8 0		
Muzaffargarh. Horse.	Coat.....	2 years													
	Pantaloon...	2 years.													
	Coat.....	2 years.	8 0 0	6 0 0			3 8 0	6 0							
Ord-nance Drivers.	Pantaloon...	2 years.	7 0 0	3 8 0			2 8 0	2 8 0							
	Coat.....	2 years.													
														4 9 10½	3 51½
														2 8 0	2 8 0

CORRESPONDENCE, APPEALS, &c.

SECTION XIV.

G. O. C. C.
Oct. 6, 1806.

1. Correspondence with the Commander-in-Chief, or Military Board, on subjects, connected with the general efficiency of the Corps, or the public conduct of individuals of it, should be forwarded through the Commandant, or in cases of emergency, direct, and copies transmitted for the Commandant's information.

G. O. C. C.
April 1, 1800.

2. Officers having occasion to correspond with their Seniors, will address them through their Staff-Officers, if they have any; and as a general rule, all Regimental correspondence, appeals applications, &c. will be sent through the regular gradation from Detachment, Troop or Company, Brigade or Battalion, and Division, to the Head-Quarters, of the Regiment; but Officers Commanding Brigades or Battalions, having occasion to correspond, should address one another, or if the subject be of details such as are usually carried on by Adjutants, they should then allow them to carry on the correspondence under their orders.

3. All correspondence, extra-Regimental, or on Regimental subjects or affairs, of local interest only, will be forwarded through the immediate gradations to the Station authorities for transmission, through the Officer Commanding Division, to Army Head-Quarters: a copy of the same being forwarded to Regimental Head-Quarters.

4. When Officers Commanding Troops, Companies, or Detachments, have occasion to apply to other Officers for information regarding Pay, Clothing, &c. of any man under their Command, it is to be done through the Head-Quarters of his Brigade or Battalion; or if this would be inconvenient, from delay or otherwise, copies of the correspondence should be sent.

5. Officers may reject appeals, &c. sent to them, but they must give their refusal in writing, and the appealing party may then forward them to the next higher authority, giving notice of such intention to the party appealed against. But no appeal, &c. will be noticed if forwarded direct at first.

G. O. C. C.
Aug. 23, 1838.

6. When several documents are included in one packet, they are to be tied up, previous to sealing; a memorandum of enclosures is to accompany, but a mere covering letter is not required: public papers are to be docketed with the nature of their contents, except letters to Adjutant-General of Army.

June 19, 1817.

When more than one side is written on, the whole sheet is to be sent.

Letter C. D.
Mar., 1824.

7. Applications for Soldiers' wives to be sent out to join them at the public expense, and from soldiers for particular situations, are not to be forwarded.

8. Copies of all Correspondence received and sent by all portions of the Regiment for the past month, are to be forwarded to the Assistant-Adjutant-General Artillery on the 1st of each month. To avoid repetition, letters received from Staff-Officers of the Regiment, and letters sent to the Head-Quarters of the Regiment need only be noticed as to number and date in red ink, but copies of all other letters are to be sent.

9. All Officers arriving at the presidency on leave, will report their arrival and place of residence and any change which may afterwards occur to the Assistant-Adjutant-General Artillery, and monthly to the Adjutant-General of the Army. G. O. C. C. May 1, 1838.

10. An Officer ordered on, or to prepare for service, himself or any portion of the Regiment under his Command, will report the same direct to the Head-Quarters of the Regiment, and when on service all occurrences or changes which take place: and these reports are also to be made to the Head-Quarters of the Brigade or Battalion and Division or Detachment to which he belongs.

11. An Officer Commanding a Detachment moving by land or water, on Service or not, or an Officer proceeding from one station to another will report his departure and continue making report of progress weekly (or from every station) to Assistant-Adjutant-General Artillery, and to the Officer Commanding the Artillery at the place of his destination, and to the Head-Quarters of his Brigade or Battalion. The last of these will contain the report of his arrival. These Reports are regimental, and in addition to those required by the army authorities. Present states of Detachments must accompany these Reports.

12. Every Officer arriving at a Station, will report to the Army authorities, and, if Junior, wait on the Senior Artillery Officer, with a present State, if in Command of a Detachment.

13. Appeals, &c. from Detachments beyond seas, will be forwarded on similar principles through the Senior Regimental Officer with the force, for transmission to the Head-Quarters of the Regiment, or of Brigade and Battalions, if the subjects, concern the interior duties of Brigade or Battalion.

G. O. C. C. Feb 8th, 1837.

G. O. G. G. June 27th 1836.

vide G. O. C. C. July 1st, 1836.

G. O. C. C. Aug. 8th, 1837.

on these subjects

COURTS MARTIAL.

SECTION XV.

1. Regimental Courts Martial may be assembled by authority of Officers of the Regiment, from the Regiment at large, or in any Brigade or Battalion, and are to consist of five Officers when practicable : otherwise, of three. The president not to be under the rank of Captain.

Article 74.
D. J. A. G.
No. 127.
April 7, 1842.

A Brevet Captain may sit as President.

2. Their proceedings are to be headed Regimental (or Regimental in the Brigade or Battalion as the case may be) and the Court will be guided in its proceedings and the record of them, by the form in use where it is held.

3. The President and Members for Regimental Courts, are taken from the General, or Brigade, or Battalion, roster, as the Court may be Regimental or Battalion.

G. O. C. C
Mar. 29, 1841

Mutiny Act
Sect. XVIII.

Article 76.
Cir. No. 323.
D. J. A. G.

4. A Regimental Court can award, by a Majority of votes, imprisonment, with or without hard labor, as far as 40 days ; or solitary confinement as far as 20 days ; or corporal punishment as far as 100 lashes ; or imprisonment, part solitary, part not, the whole period not to exceed 20 days, or the solitary part, 10 ; or it may, in addition to any of the preceding, sentence a soldier to stoppages, not exceeding two-thirds of his daily pay, to make good loss of, or damage to, Horse, Arms, Clothes, &c. ; or for habitual drunkenness deprive him of additional pay, for a period not exceeding six months or of daily pay on 2d offence subject to restoration on good conduct—or other punishment according to usage of the service and character or degree of offence—but the sentence must not be executed until confirmed by the Commanding Officer—Instances of drunkenness previous to 1st January 1841 are not to be adduced as proofs of habitual drunkenness.

5. A charge, involving in its spirit a crime cognizable by a Superior Court, may, at the discretion of the General Officer Commanding the Division, be tried by an inferior one ; or, in cases of emergency, as on the line of march.

6. Previous convictions of any crime may be given in against a prisoner, but notice of the intention to do so must be given to prisoner, this may be done by noticing it on the back of the crime among other evidences.

Vide G. O.
C. C. 10 Dec.
1841.

These previous convictions are to be given in after the Court has found the prisoner " guilty " of the crime he is being tried for and previous to awarding punishment.

7. If a prisoner pleads " guilty," at least one evidence for prosecution must be taken.

8. When no Artillery Interpreter is procurable, application must be made for one from the line, if required, who will bring with him, the Moollah and Brahmin for administering the oath, or solemn declaration.

A. G. Letter
No. 987 Dec.
3. 1817.
G. O. G. G.
Mar. 4, 1825.

European evidence must be given on oath.

Mutiny Act.
XXIII

9. The proceedings of a Court are to be confirmed by the Officer assembling it, and the punishment inflicted recorded on them by the Staff Officer. They will then be sent to the Deputy Judge Advocate of the Division, for submission to the Major General. When returned, they will be forwarded to the Assistant Adjutant General Artillery for record.*

10. When any man of the Regiment is tried by a Line or Detachment Court Martial, a copy of the proceedings must be applied for by the Senior Regimental Officer and forwarded to the Assistant Adjutant General Artillery.

11. When more than one man is tried by the same Court, the proceedings are to be recorded on separate sheets of paper, the Court is only to be sworn once; but all the prisoners to be tried are to be present at the swearing.

Schedule and
XXIV Sec.
Mutiny Act.

12. No Officer can be nominated a Member of a General Court Martial or Superintending Officer of a Native Court, until he has been two years in the Regiment; or of a Regimental Court until he has served at least 3 months; or of a Court of Requests, until 5 years, or Court of Adjustment until 8 years.

G. O. G. G.
May 20, 1840.

13. Proceedings of Courts Martial held on foreign service will be forwarded by Senior Regimental Officer, to the Assistant Adjutant General Artillery.

14. A Native Regimental Court Martial is to consist of three or five Members, the Senior to preside; the proceedings will be carried on and recorded by an European Superintending Officer of, at least, 2 years standing: the forms are the same as in European Courts. Native evidence may be received on solemn declaration or oath. Desertion must be tried by a General Court Martial and not by an inferior Court. Corporal punishment cannot be inflicted: Crimes formerly so punished, are to be met by discharge, but a Court Martial may sentence a native to imprisonment with, or without hard labor, and if the former, it is to be followed by dismissal, as is also the case if the latter exceeds six months and the proceedings are confirmed, these punishments are limited in a Regimental Court Martial to six months, in garrison or Line Courts Martial to twelve months, and in a General Court Martial to two years.

Mutiny Act.
Sec. XXIII.
G. O. C. F.
Sept. 13, 1839.
G. O. G. G.
Feb. 24, 1835.
G. O. P. C.
Oct. 2.
Act. XXIII.
1839.

* A note must be made on the back that a sufficient extract for the purposes of the 80 Article of War has been taken.

MEMO.

A. G. No. 1500. July 29, 1841. A charge founded on 19 Article must specify "on duty under Arms," and on 50 Article those words must be omitted.

A. G. No. 1285. June 12, 1841. Compensation for liquor cannot be stopped—therefore the punishment for *habitual drunkenness* the *first time* must be such "other as the Court is competent to award."

G. O. C. C. Mar. 29, 1841. Deprivation of Pay under 2 Clause 48 Article is limited to six months by a Regimental Court Martial.

G. O. C. C. Oct. 6, 1841. Drunkenness on duty when adduced as the last instance in framing a charge of "habitual drunkenness" cannot be punished as a separate crime, it is one of the component parts of the charge and must be dealt with under Articles 48 and 76, not Article 50.

Presy. Divn. Decisions. A month unless otherwise expressed signifies a Lunar month. *Solitary Confinement* can only be awarded by the *Lunar* month, *Imprisonment* may be by the Calendar month.

Presy. Divn. Decisions. Stoppage of Pay for a first offence of habitual drunkenness cannot be awarded under Article 76, Article 48 over rules it.

G. O. C. C. Mar. 17, 1841. P. M. The time for Courts sitting is limited from 6 A. M. to 4 P. M.

G. O. Q. T. Sept. 3, 1841. The charge need not be read over to Witnesses.

G. O. C. C. June 27, 1842. When a General Garrison or District Court Martial does not fix the place of confinement it is specially to devolve this duty on the Commanding Officer, "in such place as the Officer Commanding Regiment or Battalion shall appoint."

A Regimental Court must leave the nomination of the place to the Commanding Officer.

G. O. C. C. Aug. 19, 1842. The President of all Courts is to enter the date on which he signs the Proceedings and the periods of Imprisonment (when that punishment is awarded) are to be calculated from that date.

May 22, 1844. A certificate that the Prisoner is able to undergo punishment is to be laid before the Court.

Before passing sentence on a Prisoner, found guilty, the Court is to enquire into and record his previous convictions, if any, and his previous *general* character for its own guidance in awarding punishment as well as for that of the Confirming authority in sanctioning its being carried into effect.

DESERTERS.**SECTION XVI.**

1. Native Soldiers, overstaying leave, are not to be struck off as Deserters until two months after that leave expires; and if they return, are not to be tried by a Court Martial until the orders of the Officer Commanding the Division have been obtained, or be re-enrolled without the sanction of the Commander-in-Chief. G. O. C. C.
July 2, 1820.

2. Descriptive Rolls of Native Deserters are to be forwarded by the Senior Regimental Officer at the station to the surrounding Magistrates, and to the Resident at Lucknow of men enlisted from Oude. A reward of ten rupees is to be paid to the person apprehending a Deserter from a fund formed by the arrears of pay due to Deserters, which is to be drawn by, and retained in the hands of Officers Commanding Troops and Companies; an account being forwarded monthly to Adjutants of receipts and disbursements: the balance at the end of the year to be made over to the Pay Master. G. O. G. G.
Nov. 4, 1824.

3. A general account will be compiled for each Brigade or Battalion, by its Adjutant, from the Troop and Company accounts, every casualty, by desertions will be entered in it, and a copy forwarded, annually, to the Assistant Adjutant General Artillery, on 1st February, closed to 31st December preceding. G. O. G. G.
June 23, 1826.

4. When European Soldiers Desert, or are absent without leave 24 hours, correct descriptive rolls are to be immediately sent to the Magistrate, or political authority in the neighbourhood, and in the report to head quarters, it is to be stated, whether this has been done. G. O. C. C.
May 15, 1840.

5. The crime of desertion, or absence beyond 21 days cannot be tried by a Regimental Court Martial, but a European soldier may be arraigned for desertion without reference to the time of absence, and previous convictions for this, (and any other) crime, may be brought in evidence against him. Mutiny Act.
Article of
War 78.

6. When a man has been absent for two months, a Regimental Court of three Officers is to be assembled, to notice and record the fact.*

* This record is to be entered in Brig^o or Bn. Orders and the Proceedings sent to A. A. G. A.

DETACHMENTS, DRAFTS, &c.

SECTION XVII.

1. Captains, Staff Sergeants, Pay Sergeants, or Havildars, do not go on Command, unless the Head Quarters of the Troop or Company move.

2. A Captain is not to be sent on Command with a portion of a Field Battery, save on actual service, but he may be sent with a Battering Train, however small. A Subaltern should be sent with two Guns (a single gun must never be detached) but if not available, then a Native Officer, if the details are native.

G. O. C. C.
Aug. 10, 1819.

3. For two Field pieces the European Foot Artillery give

	1	Sergeant,
	1	Corporal,
	12	Gunners, or Bombardiers.
	1	Havildar, (Lascars), or Naick,
	5	Privates,
Golundaz give	2	Havildars,
	2	Naicks,
	26	Privates,

The Horse Artillery give

	2	Sergeants, or Havildars,
	2	Corporals, or Naicks,
	30	Privates, or Bombardiers.
	8	Lascars,

For each Battering Gun,

	1	Non-Commissioned Officer, European,	
	7	Gunners,	ditto
	4	Lascars,	
or 2		Non-Commissioned Officers, Native,	
	13	Privates,	ditto

4. Detachments are to be taken as much as possible from one Troop or Company, until all the men in it have had their tour; and when a whole Troop or Company is required, the first complete one on the roster is to be taken.

5. An Officer taking charge of a Detachment will inspect the Arms, Accoutrements, Clothing, and Equipment of the men—the public books, documents, &c. and satisfy himself that they are correct;—that no outstanding demands remain unadjusted, or that are not mentioned in the Certificates: and any discrepancies or neglect, he must report to the senior Regimental Officer. To enable Officers to clear up arrears of men sent on detachments, application must be made to Pay-Masters for advance of cash.

6 For reports, vide Section XIV.

Should men of a detachment ordered on Service wish to leave necessaries behind, they will be delivered over to the Pay-Sergeant, or Havildar, taking receipts in duplicate, countersigned by the Officer Commanding the Company or Troop. One will be given to the man, and the other retained with records of the Company or Troop, and the Officer Commanding will be held responsible. On giving over a Company, these receipts will be compared with the articles, and noticed in the detailed receipt granted by relieving Officer. When lodged in the Quarter Master's store room, the Quarter Master will give the receipt.

7. An Officer appointed to the command of Drafts, proceeding to the Upper Provinces from the Presidency by land or by water, will ascertain by personal enquiry at an inspection parade on receiving charge what pay and clothing they have received, and if entitled to more, why it has not been issued, and this he will notice, in his report to the Assistant Adjutant General Artillery of having received charge.

8. From the advance of pay made, the Officer will retain a portion equal to one month's pay per man to be issued at a future period that by their improvidence at first starting the men may not be left destitute and unable to provide themselves with good wholesome messing. To guard against loss to an Officer, he is recommended to procure drafts for such money payable at sight at Dinapore or other Stations. A similar course is to be pursued on drafts marching from Cawnpore.

9. In coming to, an Officer is to select spots as much as possible away from villages or towns and prevent his men from straying from their boats; he will discourage bathing in the river as much as possible. He will make frequent inspections of Kitti, to force on the men the necessity of airing and cleaning, and thereby saving them from the effects of mildew, &c. The records entrusted to his care must be taken particular care of; and all Casualties must be correctly noted and reported to the proper Troops or Company, and the estate carefully closed.

10. On disembarking at their destination, drafts are to be delivered over to the Officer Commanding their Troop or Company at a parade, to be held for that purpose, at this time all the documents connected with them will be handed over, and the drafts should now state any claims they may conceive they have; if omitted at this time and afterwards preferred, much difficulty will occur in ascertaining their correctness.

11. On reaching Cawnpore, or the final Station on the river, the Officer in charge will give over a Roll of the drafts to the Commanding Officer of Artillery; who will fill up the Column of Remarks with the date of their march to their final destination, and the Officer under whose charge they have proceeded, and forward this roll to the Assistant-Adjutant-General Artillery.

Guard tents allowed to Detachments of European Drafts for and above 60 men.

DISCHARGES.

SECTION XVIII.

1. **Europeans.** Discharges are granted to Europeans on the expiration of their time of service, or by purchase, sanctioned by the Commander-in-Chief.

2. Applications to purchase discharges are to be accompanied by descriptive rolls, shewing the length of service. The reasons for wishing for discharge, the employment they expect to obtain, and that the money has been lodged, are to be noticed in the rolls, or in petition accompanying them.

3. Men, obtaining or purchasing a discharge, if re-enlisted, are not entitled to count their former service.

4. Unlimited-service-men of bad character at the expiration of 17 years, cannot claim their discharge.

5. On a man's discharge being known at Brigade or Battalion Head-Quarters, his name is to be struck off without waiting for a Regimental Order.

6. Soldiers who may be permitted to purchase their discharge to pay the following sums.

		£	or	Rupees.
Under 7 years	service	40		400
Above 7	ditto	36		360
	10	30		300
	12	20		200
	14	10		100
	15 to 17	6		60
	17		„	Free.

But all soldiers so permitted to purchase their discharge, must, if they return to Europe, provide their own passage, and no deduction is made in favor of a soldier enlisted in the country. To those of 17 years service a free passage is granted, as also to men having served their time.

7. Drummers received from the Lower Orphan School, are not to receive discharges until 10 years service. The application must be accompanied by a satisfactory proof that it will be for their advantage, or that they will not be left, destitute.

8. **Natives.**—Native Officer's discharges are only granted by the Commander-in-Chief.

9. Discharge may be granted by the Commandant to a native soldier physically unfit or after 3 years service, provided vacancies do not exceed ten per Troop or Company. Descriptive rolls, in duplicate, to be sent to the Assistant-Adjutant-General Artillery through the usual channel (vide correspondence) one of which will be returned with the decision noted on the back. Form 15.

10. Syces and Grass Cutters, as a general rule, are to be discharged as casualties occur among the horses.

No. 393 from
Sec. to Govr.
to M. A. G.
R. O.

11. The reasons for granting a discharge are to be entered in the certificate together with the date.

Mar. 15, 1838.

DRIVERS ; SAIS, BULLOCK, OR CAMEL.**SECTION XIX.**

Artillery Drivers, either Sais, Bullock or Camel, are formed into Companies and attached to Field Batteries as required, they are returned with the Company to which their Battery is attached, but for the convenience of removing to other Companies as wanted, their Registers and Books are kept distinct : on their transfer, their Books are to be inspected as laid down in Section XLV. Regimental Standing Order Book.

They are to be instructed in the general principles of drill, that they may understand the words of command on parade ; they are to have charge of the harness and gear of the animals to which they are appointed (a Bullock-Driver has charge of a pair) and will be responsible for their being duly preserved and cleaned.

Ordnance Drivers are to proceed with their cattle on forage duty, to assist in loading and unloading it ; they are liable to be tried by Courts Martial as other Native Soldiers ; and will give guards and sentries over their stables or sheds and for other purposes when required ; they will also, furnish Orderlies.

Vide Sections Bullocks, Clothing, &c.

BUGLERS AND TRUMPETERS.

SECTION XX.

1. The Bugle and Trumpet Majors will see that the Buglers and Trumpeters are duly instructed and practised in all the calls.

2. Two Half-pay Trumpeters or Buglers are allowed to be borne on the Rolls of each European Troop or Company, and when vacancies occur in any part of the Regiment for Full pay, they will be filled up from a Roll of these lads, (kept in the Assistant-Adjutant-General Artillery Office) when 18 years of age.

G. O. C. F.
July 12, 1834.
A. G. letters
No. 134, Jan.
21, 1837.
A. G. letters
No. 1493 Oct.
10, 1839.

3. On attaining their 18th year; Boys of European parentage may be allowed to enlist as Gunners, if there are vacancies, for a limited period on the usual bounty, or they may take their discharge, or enlist as Buglers, &c. Boys of a mixed parentage will not be allowed to enlist as Gunners.

A. G. letters
No. 1597 Aug.
30, 1834.

4. Half Pay Buglers, on their promotion to Full-Pay, will be first posted to Native Battalions and thence transferred by seniority if deserving to European; but all Buglers may be re-transferred for misconduct.

5. The (above except half-pay Buglers and trumpeters) are amenable to all regulations for the better Government of the European or Native soldiery according to their parentage. Buglers who are British Subjects, (i. e. the legitimate sons of British Subjects, tho' their mothers are natives of India) are amenable to the Articles of War for European troops—all others to those for Natives troops; and any remissness on their part is to be noticed to the Adjutant.

J. A. G. to
D. J. A. G.
at Cawnpore,
Nov. 6, 1840.

For Bugle calls, vide Book of forms.

DUTY, CONTROL AND COMMAND.**SECTION XXI.**

1. The Roster of duties goes from the senior of each rank to the junior—the following is the priority of duties :

- 1st. Detachments and Commands.
- 2nd. General Courts Martial.
- 3rd. General or Division duties, such as Committees,
District Courts Martial.
- 4th. Camp, Garrison, or Cantonment Guards, or duty
- 5th. Picquets.
- 6th. Regimental Guards, or duties.
- 7th. Brigade or Battalion Guards, or duties.
- 8th. Regimental Courts Martial.
- 9th. Duties without Arms, and of fatigue.

G. O. C. C.
Apr. 15, 1815.

2. An Officer on duty, required for command, is to be relieved, if possible : if not, the next is to be sent, and the tour of the first to be passed over ; in like manner, the meeting of a Court Martial,* or marching off, of a Guard or Detachment, will count as a tour of duty.

3. The Senior Officer present and doing duty with the Brigades of Horse Artillery, is vested with a general superintendence over the dress, discipline, and equitation of the three Brigades, as far as preserving strict uniformity on established points. Any required or suggested alterations are to be referred to the Commandant ; the Commanding officer of Horse Artillery offering his opinions in forwarding them.

4. When the Head-Quarters of different Brigades or Battalions are together, their duties will be carried on distinctly, subject to the control of the Senior Officer when he may think proper to interfere ; but he is not to interfere with the interior management or economy of another Brigade or Battalion, except in cases of appeal or evident neglect, which will be reported to higher authority.

5. Detachments of different Brigades or Battalions serving together, and no Head-Quarters present (if they do not exceed two Troops or Companies each) shall join and do duty as one Corps, if all of the same branch, or such portions as are of the same (with such necessary exceptions as must be made, if any are Natives)—but this arrangement is not to authorize any interference with interior details, for which the Senior Officer of each Brigade or Battalion will be responsible to his own Commanding Officer. •

6. But if a detachment of not more than two Troops or Companies be at a station with the Head-Quarters of another Brigade or Battalion, the detachment shall join and do duty with it, if of the same branch,—excepting always, that no part of an European Battalion is to do duty with a Native Battalion:

* A member of a Court Martial adjourned for more than one day is to perform Regimental duties.

7. Officers perform the duties of their own detachments unless when detachments join,—but all Regimental and Line duties, where Officers of different Brigades or Battalions are together, are taken from the General Roster.

8. Native Officers, on their promotion, are to attend all Courts Martial, and other duties, until the Commanding Officer may consider them fit to take their own tour of them.

9. Neither Artillery Men, Gun Lascars, or Drivers, should be employed out of their own line of duty, and Officers Commanding Detachments will respectfully submit any case to Commanding Officers of Stations in which these orders may be forgotten—the result to be reported through the proper channel to the Commandant.

G. O. C. C.
Oct. 27, 1794.

10. With every Brigade, Battalion or Division, there should be a Captain of the day, or week, and with each Troop, or Company, or Detachment, a Subaltern for weekly duty (and one for duty at the Bullock sheds, if any) but if these cannot be given, an "Inspecting Officer" from the Roster of Captains and Subalterns must be named. The Subalterns on duty with Troops and Horse Field Batteries will perform the Stable duty.

11. The Captain of the day or week will attend all parades, Inspections and Guard-Mountings; enquire into* crimes against men confined, punishing and releasing such offenders as do not require to be reported to higher authority; receive the reports of the guards and visit them at least once a day; visit the Hospital once a day, and enquire into, and report, any complaints he may receive. With the Quarter Master he will inspect the provisions for the men, and, if objectionable, will form a Committee on them with the Subalterns on duty; a report of which will be immediately forwarded to the Commanding Officer; he will see that regularity and cleanliness are observed in the Barracks and Cook-rooms; on any disturbance being reported to him, he will repair to the spot and repress it; in case of fire, he will hasten to the place, and aid by placing guards, sending for the engines, and directing the exertions of those busy in putting it out; he will confine any one infringing the Standing Orders, or committing any act in breach of good order. In the Horse Artillery, he will receive the reports of the horses being cleaned, and direct the gram to be served out, and be responsible that all stable duties are properly carried on. The duties of an Inspecting Officer of a Detachment are nearly similar to the above, combining those of both the Captain and Subaltern.

12. The Officer on Troop or Company duty will attend every parade, visit his Barracks or Lines once a day, and see that order and regularity are preserved there; and report any breach to his Captain, or the Captain of the week, as the case may seem to require. The Officer on duty with Troops and Companies, with horses attached, will attend the stable duty, see the horses cleaned

* Modified by G. O. C. C.

and fed, inspect the grass and gram, and report any damage that may have occurred to the Saddlery, harness, or horses at exercise, or any thing detrimental to the Troop or Company, to the Captain. A Native Officer may be placed on this duty in the Native Troops or Companies when sufficient European Officers are not present.

13. An Orderly Non-Commissioned Officer will be appointed weekly in each Troop or Company, by rotation, whose duty is, to warn Officers and men for duty; write out, circulate, and read to the men, on their private parade, in presence of Staff-Sergeants, all orders. At the parade Roll-call, the Orderly will see that all men are turning out; and that they are sober, clean, and properly dressed, when he makes them over to the Staff-Sergeant, reporting those who are not so; he will, at stated times, inspect men excused by the Surgeon; prepare the Morning-Report-Book for the Captain, and Parade-Report for the Officer, on duty; he will receive and communicate all orders from Captain to the Company, call the prescribed Rolls and report absentees to the Staff-Sergeant; see all lights extinguished at the proper time; acquaint the Surgeon when men are sick, and see them delivered over to the proper person to be conveyed to Hospital, applying for a doolie, if necessary; he will prepare Hospital admission chits, and take them to the Captain for signature; see the arms of sick men given over to Pay-Sergeant; he will see the sick man's property (if he have no family) locked up, the key and trunk or bundle delivered to the Pay-Sergeant; and lastly, it is his especial duty to preserve order in the Barracks, checking all gambling, quarrelling, swearing and disorderly conduct. In Native Companies, the Pay Havildar performs these duties.

14. In Troops and Horse-Field-Batteries, there will be a Stable-Orderly, weekly or standing, whose duty it is to parade the horses for watering-duty, and see them well provided with grass, the dung cleared away, the stalls swept, and the horses properly fastened up; at retreat-beating, he will see that the horses have a supply of grass for the night, and their clothing and rollers properly put on. He is to superintend the weighing of the gram, and take a sample to the Senior Officer present.

15. On all duties under Arms, Officers when fallen in, will have their swords drawn, without waiting for orders to, that effect; but when men parade with side arms, or in undress, Officer's Swords are not to be drawn.

20. When an Officer is excused from duty from sickness, he is not to go abroad for pleasure or to parties of amusement, Morning and Evening recreation is admitted when necessary, but cannot be allowed to extend to exercise of such a description as shall indicate that the usual duties of his station could not be more detrimental: neither are Officers so situated to attend at Mess, unless when suffering from wounds or accidents, at which time attendance at the Regimental Mess will be allowed, when recommended by the Medical Officer.

EFFECTS OF DECEASED OFFICERS AND SOLDIERS.**SECTION XXII.**

1. When a European Officer dies at any Station the Senior Regimental Officer will assemble a Committee to search for a will and take an inventory of Effects. The Rules for the guidance of this Committee, will be found in G. O. G. G., May, 1841 and Mutiny act.

2. On the death of a European, his effects will be collected by the Officer Commanding his Troop or Company or Detachment, in presence of two other Commissioned Officers, and from the amount arising from their sale, and arrears of Pay, &c. he will discharge all Regimental debts, expences of funeral, &c. and forward a detailed account to the Adjutant of his Brigade or Battalion, or Officer Commanding the Company.

Mutiny Act.
1814.

Art: 111 112
of War.

3. The right of claimants of the Estate of a soldier dying intestate, is decided by reference to the Secretary to Government Military Department, and no Estate may be given over without his authority. He may authorize the disposal of Estates up to 500 Rupees without the heir or executor taking out a probate of will.

Mutiny Act.
1841.

4. Applications to the Military Secretary will be made through the Commandant, and the original Will* (when there is one) will be forwarded. A detailed account of the Estate, and copies of documents authenticated by the Officer Commanding Company are to accompany, and also full information as to the existence of widow and children, and whether the latter are wards of the Orphan Institution.

R. O.
Sept. 16, 1836.
No. 100 from
Mily. Secy. to
Govt. Sept.
12, 1836.

5. On the death of a Native Officer, a Court of one European and two Native Officers is to be assembled to take an inventory: on that of a soldier the effects to be collected by the Officer Commanding the Troop or Company and disposed of: from the proceeds all just debts and charges are to be paid. A detailed account is to be given to the Adjutant, and the balance to be paid to the heir or person whose claim seems just in the opinion of the Officer; (aided by the Native Officers or non-Commissioned Officers when the elucidation of Native customs appears to render application to them useful;) but if the claim is disputed, the parties must settle it by reference to the proper authorities and the Officer may, on a proper requisition, pay the amount into the zillah Court.

G. O. P. C.
May 29, 1827.

G. O. G. G.
June 17, 1819.

6. Receipts for all Estates are to be taken, (on the back of copies of Wills, when any) and receipts and Copies of Wills are to be forwarded to the Adjutants of Brigades or battalions for

* When a medical officers signature has not been attached to a will, an explanatory remark is to be added.

R. O.
Jan. 31, 1845.

transmission to the Assistant-Adjutant-General Artillery; without these vouchers, Officers will be held responsible for the amount.

G. O. G. G.
June 17, 1809.

7. Officers Commanding Troops and Companies, are to render, monthly, to their Adjutants, a detailed account of Estates of such men as died during the preceding month, remitting the amount of any not disposed of on the spot within four months after date of the casualty.

G. O. C. C.
Aug. 31, 1825.

8. The amount of Estates of Native Casualties is to be retained by Adjutants for the remainder of the year—those of Europeans to be forwarded monthly to the Assistant-Adjutant-General Artillery, with a detailed statement of each Estate so remitted, or paid over to Heirs or Executors, and the copies of all Wills found, with receipts on the back;—the accounts are to be prepared on connected sheets of paper, with a margin of 1-8th on the folding side.

G. O. G. G.
June 17, 1809.
M. C.
Oct. 21, 1792.

9. Quarterly accounts of Estates deposited in their hands, are to be forwarded by Adjutants on the 1st January, April, July and October, to the Assistant-Adjutant-General Artillery.

10. An Annual Account of Estates (Europeans on 1st Sept. with Long Rolls; Natives on 1st January) is to be forwarded from each Brigade and Battalion in Form No. 17. If any Estate is unadjusted for so long a period as 6 months, an explanation is to accompany on a separate paper but of the same size; and these estates are to be inserted in the next annual account.

11. All accounts are to be kept in Company's Rupees.

12. It is recommended to Soldiers anxious to leave their property in a particular manner, to execute Wills in duplicate, one Copy to be left with an Agent or in some fixed Office. Two witnesses are required and for facility of proof, the signature of an Officer is recommended as one of them, and all Officers are enjoined to aid when asked.—Death-bed Wills revoking former ones, are suspicious, and to these the signature of the Medical Officer should be procured. Verbal Wills* will not be received without severe scrutiny, and, in general, it will be required that the evidences make a statement of the deceased's wishes, within 24 hours, to the Commanding Officer of the Company or Battalion, or to the Adjutant.

G. O. G. G.
April 17, 1813.

13. Estates of Men dying on service beyond Sea, will be adjusted, as far as practicable, in accordance with the foregoing rules; the amount and accounts, will be forwarded to the Assistant-Adjutant-General Artillery for transmission to the Brigade or Battalion Head Quarters, or to the heirs of Natives; accounts will be forwarded to the Adjts also.

Mily. Secy.
No. 598.
May 26, 1813.

* Verbal Wills of Soldiers by the late act are invalid, except when on actual service and when such be declared before a sufficient number of witnesses.

E X E R C I S E.

SECTION XXIII.

1. The Foot, Sword, Pistol, Manual and Platoon Exercises, as laid down for Her Majesty's Service, are to be observed in the Artillery,—and the Gun Drills and Field Battery exercise as established for the Regiment.

2. Artillery men must be carefully drilled in the exercise and movements for a Company, Battalion, and Field Battery ; and Officers must avail themselves of every opportunity of becoming familiar with line movements ; for when combined with the other Arms, and covering movements, it is very requisite that the Artillery should anticipate them so as to avoid causing confusion, and this can only be done by Officers being familiar with the principles of manœuvres.

3. As an Officer cannot perform his duty without at times being mounted, and as he is constantly liable to be transferred to the Horse Artillery, it is incumbent on all to acquire a good seat on horseback ; for this purpose the Lunges of the Horse Artillery at the station will be open to the Officers of Foot Artillery as far as practicable, who may wish to avail themselves of them.

4. On the Adjutants, Riding Masters, Sergeant Majors, and Drill Sergeants under the orders of Commanding Officers, must fall the chief care in establishing and maintaining an efficient system of drill and equitation ; and if they neglect recruits in their first training it will be in vain to expect them to become steady soldiers. No recruit is to join his Brigade or Battalion Exercise, or to take any duty as Orderly in parks or working parties, until thoroughly instructed in the drills, nor to assist at practice until he shall have been instructed in the Laboratory School. No deviation is to be allowed, in any respect, from the drills authorized for the Regiment, and when detachments are serving under other than Regimental Officers, the Native Commissioned, or Non-Commissioned Officer is to be held responsible for this being attended to, or being brought to the notice of the Officer in charge.

G. O. C. C.
Apr. 30, 1801.

5. Young Officers, on joining the Regiment will be examined by the Adjutant of the Battalion they are posted to, in their knowledge of the Foot, Sword and Gun drill, and if deficient, they must be taught under the Adjutant's inspection. When reported qualified, they are to mount Guard, at least twice, with a Senior Officer to learn their duties—they will be placed under the Commissary in charge of Laboratory School, to be instructed in that part of their profession ; the duties of the Garrison and Powder Proof they will learn by going through them with a Senior Officer. Commanding Officers of Battalions will take care that opportunities are given them of drilling a Company on parade, that they may attain confidence in themselves and give their commands without hesitation.

6. Every portion of the Regiment will be out at Exercise at least twice a week in hot weather, and three times in cold weather (exclusive of practice) and reports of this will be made monthly to the Officer Commanding the Division. Monthly Statements of all drills and Exercise will be sent to the Assistant-Adjutant-General of Artillery from all Brigades, Battalions or Detachments.

R. O.
Sept. 26, 1840.

7. The Books of Exercise issued for every Non-Commissioned Officer of the Regiment are to be produced at every Inspection parade, and the Non-Commissioned Officer will be made to replace any which may have been lost.

GUARDS, ORDERLIES AND SENTRIES.

SECTION XXIV.

1. All Guards should consist of 4 men for every sentry to be furnished; and Sentries over Treasure are to be double, invariably. G. O. G. G.
Apr. 15, 1836.

2. The proportion of Non-Commissioned Officers to Guards is one Corporal or Naick from 4 to 8, one Sergeant or Havildar in addition from 8 to 16, and so on, adding one Corporal or Sergeant alternately for every four men. A Native Guard above 20 will have a Native Officer in addition. An European Subaltern Officer may be put on a Quarter Guard of Europeans exceeding 12, Natives exceeding 40, or conjoined exceeding 20 men.

3. An indiscriminate use of Orderlies is forbidden, as are night Guards to European Officers other than Commanding Officers, and they may be taken from Golandauz, Lascars, or Drivers as most convenient. A Guard is allowed to a Mess House. G. O. C. C.
Oct. 23, 1803.
Aug. 12, 1834.
May 4, 1835.

4. A Battalion or Detachment Guard is necessary with every European, and a Line or Rear Guard with every Native Detachment of Artillery in Cantonments or Camp. A Native Guard will always be furnished at the Hospital, a Guard will be placed over the Ordnance and the Stables or sheds. Apr. 7, 1808.

5. Guards of the same Brigade or Battalion, and the general Guard of a Division will parade together for particular or general Guard mounting—the men from each Troop or Company will be marched to the parade by the Staff Sergeant, or Havildar or Orderlies, and delivered over to the Sergeant Major, and by him to the Adjutant who will tell them off (if there is neither Adjutant or Sergeant Major, the Subaltern on duty and Senior Non-Commissioned Officer will perform this duty) and give them over to the Field Officer or Captain on duty. The Guards will then be mounted as directed in Her Majesty's Regulations.

6. Guard Rooms are to be given over clean and in good order; the relieving Officers will be held responsible for any thing, should he fail to report it at the time of receiving charge, to the Captain on duty.

7. No Non-Commissioned Officer or Soldier is to leave his Guard without permission, save on duty. From an European Guard only a few at a time in urgent cases, and from a Native not more than $\frac{1}{3}$ (for cooking) may be allowed to be absent.

8. No liquor is to be brought into a Guard Room; no gambling, swearing, or other irregularities are to be allowed; and no one under the rank of an Officer is to enter a Guard Room when not on duty without permission of the Officer Commanding the Guard, and he is then to be attended by a Non-Commissioned Officer.

9. Guards to be under arms at the hours specified in the Cantonment Standing Orders : and when dismissed at Sunset, the Officer Commanding will see that the arms are in good order, flints well fixed, and ammunition properly disposed. Guards will be under arms at retreat-beating.

10. Guards are to be ready to turn out at all times, day and night—to quell affrays, confine Soldiers or followers making a disturbance, or on the alarm of fire or thieves.

11. A written report will be made by the European Officer to the Captain on being relieved noticing all occurrences of the preceding guard, and specifying the hours at which the rounds went (whether under himself or a Non-Commissioned Officer) during the night.

12. When an Officer Commanding a Guard quits it for any purpose, he will acquaint the next in rank with the circumstance, the probable time of his absence, and place where he may be found.

13. Officers and Non-Commissioned Officers Commanding Guards are to acquaint themselves with the orders for the Guard and also for the Sentries on their different posts ; they should inspect, or cause to be inspected, every relief, and be careful that proper authority is preserved, and no irregularity permitted, and that the Non-Commissioned Officers are well informed of the orders for each Sentry : they must frequently visit the Sentries, and assure themselves that they have received proper instructions, and know their duty.

14. A Regimental Sentry is to communicate his order, to no one but the Commanding Officer of the Artillery at the Station, or the Battalion or Detachment to which the Guard belongs ; to the Field Officer or Captain of the day ; and the Officer and Non-Commissioned Officer on Guard ; and then in a low voice.

15. A Sentry at a Guard or Congee House is to prevent liquor being brought in without the leave of the Commander. No Sentry is to be kept more than two hours on duty, the period may be shortened under particular circumstances. A sentry is not to quit his post, or the walk which may be assigned to him, nor to talk, loiter, or lounge upon his post, or remain in the Sentry-box in moderate weather. On appearance of an Officer, he will halt and face his proper front and pay the compliment due to the Officer's rank. In hot weather he may remain in Sentry-box while the arms are lodged, but must turn out, when an Officer passes and pay the Compliment.—At night he will face any person on approaching him.

G. O. C. C.
May 20, 1836.

16. Para. No. 6 to 15, are to be written out fairly, and hung up in every Guard Room, with any other local orders necessary.

17. Relieved Guards are to be marched, with regularity, to the parade of the Detachment from which they are given, unless particular circumstances render it advisable to be dispensed with; their arms are to be examined, and the charges of the loaded ones drawn in presence of the Sergeant Major, and after inspection are to be dismissed by permission of the Senior Officer on the parade.

18. A Monthly List of all Guards and Orderlies is to be forwarded with the Monthly Return, to the Assistant-Adjutant-General Artillery and Station Staff; and Commanding Officers will be careful that no unauthorized Guards are permitted.

GUN LASCARS.

SECTION XXV.

1. Each detail of Gun Lascars is to be distinguished as the Lascar detail attached to the—Troop or Company—Brigade or Battalion.

G. O.
Oct. 27, 1794. 2. Lascars are not to be employed out of their own line of Service, but they may be used in Magazine, Park, Laboratory and Ordnance Commissariat, duties, (when not required at their own proper Regimental duties,) at the discretion of the Senior Regimental Officer.

3. They are to be instructed in the Foot and sword Drill ; in the use of the gin, drag-ropes, and general duties connected with Ordnance though not in Gun drill.

4. Lascars, under 25 years of age and in other respects qualified, may be transferred as privates to the Golundauz, entering at the bottom of the Roll, but counting their previous time of service. The application will be made through the Officer Commanding the Brigade or Battalion, and if he consents, the candidate will be examined by the Senior Regimental Officer, who will forward a Descriptive Roll, if he approves, through the Officer Commanding Golundauz to the Commandant. If the Officer Commanding Golundauz object, he will return the Roll.

R. O.
July 26, 1838. 5. Previous to the transfer of a Driver to the Lascar detail, his Descriptive Roll is to be forwarded through the Commanding Officer of Brigade or Battalion, to the Commandant for approval.

HALF-MOUNTING.

SECTION XXVI.

Half-Mounting is a Soldier's Kitt exclusive of the " Clothing."

1. Compensation for Half-Mounting is to be drawn for every European Soldier borne on the strength of a Troop or Company, or Staff of a Brigade or Battalion, when it becomes due; and the amount will be remitted to any subsequently removed, wherever they are serving. G. O. G. G.
Dec 21, 1807.

2. Compensation will be issued on Rolls similar to pay Acquittance Rolls; and when articles of any description are issued in lieu, it is to be noticed in them.

3. When Officers Commanding component parts of Brigades or Battalions observe any of their men to be deficient of the prescribed articles, they will report it to the Commanding Officer, who will direct them to be supplied from the Half-Mounting Compensation; or when from local circumstances Officers Commanding Troops or Companies judge that any comfort can be provided from the Half-Mounting money, they will apply for permission to do so, in time to receive a reply ere the Half-Mounting money arrives. The Balance only to be paid in cash, and that not until the sanction of Officers Commanding Brigades or Battalions is received. G. O. O. P.
Feb. 6, 1810.

4. No Natives are to be put under stoppages for Half-Mountings, unless they, at first, neglect to provide, or having lost or destroyed, neglect to replace them: they are to complete their Half-Mounting annually with their new Clothing, and it will be inspected by Commanding Officer of Troop or Company. G. O. G. G.
Mar. 25, 1825.
Feb. 16, 1826.

5. Natives of Horse Artillery Brigades will make up Half-Mounting under similar restrictions to the Cavalry, and conformably to the pattern established. G. O. C. C.
Jan. 9, 1810.

6. The Caps and Turbans of Golundauze and Lascars, are to be made up under the same rules as are prescribed for the native Infantry:—the Golundauze, the same pattern as European Artillery; and the Horse Artillery Lascar * Golundauze and Lascars will provide. G. O. C. C.
Dec. 14, 1810.
28, 1810.
18, 1816.
Jan. 9, 1811.

* Syce Drivers, Mahouts and Camel sowars the Sheep-skin Cap and Bullock Drivers a Turban of the pattern hitherto in use, Lascars a Forage Cap of the pattern worn by the portin of the Regiment they are with. A. G's. letter
No. 28.
Mar. 20, 1843.

Syce Drivers to provide 2 pair of Setringee pantaloons one pair Dyed dark blue with a red stripe 1½ inch wide and the other pair white for mounted exercise. R. O.
July 29, 1845.

A. G. No. 33.	1 Forage Cap.
Mar.20,1844.	3 Pairs of pantaloons, double white cloth.
G. O. G. O.	1 do do colored for marching.
Mar.25,1825.	3 Ungahs of good double white cloth.
Feb.25,1828.	1 Cummerbund of the pattern now in use.
	1 Set of beads of three rows with a brass clasp.
	1 Black cap cover for each cap.
July15,1844.	2 White " " " "
	" Jackets " " "

7. Non-Commissioned Officers will provide themselves with the same Half-Mounting as privates, also the chevron or stripes on the arms.

A. G.'s letter 8. All Artillery men will provide themselves with the fatigue
June11,1842. Jackets ordered in Circular No. 889, A. A. G. A. Office.

HONORS, COMPLIMENTS AND PRECEDENCE.

SECTION XXVII.

1. Whenever Guards "Present Arms," Officers salute with their swords :

Generals are entitled to have a march beat to them

Lieutenant Generals	„	three ruffles
Major Generals	„	two do.
Brigadier Generals	„	one do

with presented arms.

2. To Colonels, the Guards of their own Regiment or Battalion turn out and "present arms" once a day, after which they turn out with "ordered arms."

3. To Lieutenant Colonels and Majors, their own Battalion Guards turn out once a day, with "ordered arms," at other times they stand by their arms.

4. When the Command of a battalion falls on the Lieutenant Colonel or Major, he will receive the same honors as for a Colonel from his own Quarter Guard ; and other Officers when Commanding, will receive the honors of the next superior rank.

5. When General or other Officers entitled to salutes, pass the flanks or rear of a Guard, the Officer is only to make his men stand "shouldered," and not to face the General Officer or beat the drum.

6. If an Officer entitled to a salute passes Guards in the act of relieving, the Senior Officer will order both Guards to salute together.

7. All Guards are to be under arms when parties approach their posts, and to those under a Commissioned Officer they will present arms and beat a march. To the colors of a Regiment passing, arms are to be presented and a march beat.

8. To General and Field Officers, passing a post during the day, sentries will "present," and to all other Officers "carry arms;" after sunset sentries, on the approach of an Officer, will carry arms and stand steady, facing to their proper post, until the evening is so far advanced that Sentinels begin to challenge.

9. A mounted Soldier meeting or passing an Officer will not raise his hand, but pull up his horse, and walk slowly by, sitting erect, and glancing his eye respectfully towards him. If a General or Field Officer, he will halt until he is passed.

10. A dismounted Soldier with side (or without) arms meeting an Officer, will, at all times (day and night) salute him by raising his hand to his Cap, and looking respectfully towards him, without halting. Every Officer, it is presumed, will ever be ready to return a suitable acknowledgment.

R. O.
June 18, 1838.
Memo.
A: G.
Mar. 6, 1827.

11. Non-Commissioned Officers and Soldiers will, at all times pay the same compliments to Officers of the Navy; and of other Corps as to those of their own Corps.

12. When a Soldier has occasion to speak to an Officer, or Non-Commissioned Officer, he is to go up to him and recover his Arms (if under Arms) or salute with the hand (if without them.) If a Soldier visit an Officer's Quarters, he is not to take off his hat or cap unless ordered.

13. When an Officer has occasion to visit the Barracks or Lines, all men are to stand up (unless otherwise ordered) and to behave respectfully.

14. European Soldiers will raise the hands farthest from the Officer in saluting; Natives, the right hand, always.

G. O. G. G.
Dec. 7, 1822. 15. Morning and Evening Guns are authorized to be fired at all Stations of the Arms or Camps, coming under the following descriptions.

The Head Quarters of the Army and of all General Officers or Division at Commands, including the Head Quarters of the Artillery Regiment.

All Fortresses with a permanent Garrison Staff.

The Head Quarters of all District or Brigadiers Commands, or Field forces.

All Camps or posts at which a force is stationed, of, or equal to, two Corps (Cavalry or Infantry) with a Company or more of Artillery, or a Field Battery.

Salutes to those entitled thereto, are authorized, according to the regulations at all places coming within the above description: viz.

Governor General,.....	19 Guns.
Vice President in Council, and Deputy } Governor,.....	17 Guns.
Commanders-in-Chief, Naval or Military, if not inferior in Rank to Lieutenant General,.....	17 Guns.
Chief Justice,	17 Guns.
Generals and Admirals, or their flags,....	17 Guns.
Puisne Judges, Members of the Supreme Council, Lieutenant Generals, and Vice Admirals, or their flags,....	15 Guns.
Major Generals and Rear Admirals, or their flags, when Commanding in Chief.	15 Guns.

Major Generals and Rear Admirals, or their } 13 Guns.
flags,

Brigadier Generals, or Commodores Com- } 13 Guns.
manding in Chief, or other broad pen- }
nants,

Brigadier Generals, or Commodores, when } 11 Guns.
so commissioned,

Political Residents within the limits or their } 11 Guns.
authority as such,

Political Agents, at the Court only to which } 9 Guns.
they are deputed,

Any of Her Majesty's Ships of War, not } 9 Guns.
carrying a flag or broad pennant,

Any other Ship Gun for Gun.

Officers inferior to Brigadier General who command Divisions of the Army, Districts, Field forces, on or beyond the British frontier, or Garrisons with a permanent Staff, to receive the Salute and Honors of the next Superior Army Rank, from their own Garrisons, Forces, &c.

16. In Salutes, the Guns should be fired at intervals of 12 seconds. R. O.
Nov. 24, 1827.

17. Horse Artillery take the right of all Cavalry, and Foot Artillery of all Infantry, on occasions of parade. G. O.
Mar. 18, 1814.

HORSES.

SECTION XXVIII.

M. C.
Apr. 8, 1798. 1. The Horses of every Battery, are under the immediate charge of the Officer Commanding the Troop or Company to which it is attached, and are never to be removed from one Battery to another, except in case of a draft being required to complete others for service, or to equalize the Corps. In the latter case it will be done by lot; in the former, no horse unsound, or above 8 years of age will be sent.

G. O. C. C.
Mar. 6, 1819. 2. Grass is provided by the Commissariat; 4 seers from 1st April till 1st October, and 5 seers 1st October to 1st April per day, for each Horse. This must be daily inspected by the Stable Orderly and Officer on Troop duty; and if dirty, bad, or mixed, must be reported to the Captain on duty, if there is one, or to the Commanding Officer of the Troop, and a Committee held on it.

3. Officers Commanding Troops, during the cold weather, should lay in a stock of grass; so that if a continuance of bad weather should prevent the grass-cutters from providing dry, good grass, the horses may not suffer from want of forage or from eating bad grass.

4. All Horses admitted into the Service are to be branded with the Brigade or Battalion number, thus $\begin{smallmatrix} FA \\ 50 \end{smallmatrix} \begin{smallmatrix} 2B \\ 20 \end{smallmatrix}$, as the Horse may be, for one branch or the other. Horses are only purchased under particular orders: they are, in general, supplied from the Hauper and central studs.

5. A Copy of the Register of all Artillery Horses is to be forwarded, yearly, by Commanding Officers of Brigades and Battalions to the Military Auditor General, as soon after 30th April as possible. A Casualty List, compiled from those of Batteries, will be sent direct to the Secretary to the Military Board every month; and on the 1st May an Annual Abstract of Horses with each Brigade or Battalion will be furnished to him.

A. G. Circular
No. 2011.
Jan. 31, 1827. 6. An Annual Return (Form 21) dated 1st January, exhibiting the Casualties, Horses admitted during the year, number effective, and wanting to complete, is to be forwarded to the Assistant-Adjutant-General Artillery, who will, from these, prepare a general one for transmission to the Adjutant-General of the Army.

7. Casting Committees will assemble annually on the 1st October, and all worn out horses are to be presented to them. Condemned horses may be retained, temporarily, for purposes of drill, if fit. (Form No. 5.)

8. Vacancies, by deaths, or castings, among the Horses of a Horse Field Battery, are filled up by Indents on the Commissariat. In Troops, by remounts from the studs, or by purchase agreeably to Regulations.

9. Stud Horses are not to be subjected to hard work until 5 G. O. G. G. years old. Officers are allowed to select chargers (under certain June 26, 1837. rules found in G. O. 14th November 1838, 18th May 1841 and 10 March 1842) from the Remounts.

10. Troop syces are on no account to be employed in private G. O. C. C. stables : and Grass-cutters are to be mustered monthly by name. June 24, 1841.

Sections 3, 4, 5, 7, 10, 11, 12, 13, 14 and 15 of the Horse R. O. Artillery Standing Orders which refer to Stable equipment and June 17, 1845, management are generally applicable to Horse Field Batteries.

HOSPITALS.**SECTION XXIX.**

1. The entire management of Hospital and regulation of diet, rests with the Surgeon, and he is responsible for the cleanliness of the Hospital, and for the comfort and care of his patients. He will report to the Commanding Officer every occurrence worthy of his notice, and any orders he may wish given to the Guard.

2. The Surgeon may recommend convalescents to be excused from duty ; but those men will attend the parades with side arms that they may be seen : the certificates he gives must be countersigned by the Commanding Officer of the Brigade, Battalion or Detachment, and must not extend beyond seven days at a time.

3. When a man is taken unwell, the Orderly of the Troop or Company will see that he is sent to Hospital ; a requisition for his admission signed by Commanding Officer is to be sent with, or after him ; a discharge certificate will be given when he is allowed to leave the Hospital. These rules apply equally to women and natives.

4. The Hospital Sergeant will receive orders from the Surgeon : his duty is to keep order in the Hospital ; prevent the patients maltreating the attendants ; receive, and report to the Surgeon, any complaints there may be ; restrain the irregular ; prevent liquor or tobacco being brought in ; and see that the Hospital rules are not infringed.

5. European Soldiers will not receive pay in Hospital ; but, at the recommendation of the Surgeon, small Sums may be advanced to purchase necessaries. Commanding Officers are frequently, to visit their men in Hospital, and ascertain that their just wants are attended to ; in obeying this order, an Officer's good feeling and humanity are his best guides.

6. No man discharged from Hospital is to be put on Guard where he will be exposed to the heat of the Sun or inclemency of the Weather, (but particularly to cold at night) until the Surgeon shall report him perfectly recovered. In Camp, Convalescents may be allowed to march without Arms, but in regular order.

7. When a Man is sent to Hospital his Arms and Accoutrements will be taken care of by the Orderly of the Troop or Company, as also his private Effects, when he has no family : and they will be delivered over by him to the Pay Sergeant. In Camp, the Arms will be carried on the Quarter Master's Cart, but they are never to be taken to Hospital, or carried in Doolies.

8. The Arms and Accoutrements belonging to Convalescents, are to be delivered to them when discharged from Hospital, and they are to keep the same in proper order.

9. Doolies will never be allowed to lumber the Hospital Verandahs, but are to remain under charge of the Hospital Guard or elsewhere as may be ordered.

10. Hospital Bedding, Clothing, &c. when, condemned to be G. O. C. C. burnt in presence of the Committee and an entry to that effect Feb. 11, 1845. made in the Report.

INDENTS.

SECTION XXX.

G. O. 1. Indents for stores condemned by annual survey are to be
Nov. 30, 1807. accompanied by Survey Reports.

2. Indents for Practice and Exercising Ammunition are to be sent off, on 1st May of each year.

G. O. V. P. 3. Indents for Supplies on the march for a Detachment are
Jan. 21, 1833. to be sent to the Collectors, specifying the day on which the
G. O. C. C. Detachment will be at each place, and the supplies required.
Aug. 30, 1836,

Circulars, 4. All extraordinary Indents for stores should be accom-
A. G. A. 1651. panied by remarks, or a letter fully explaining the circumstances
Oct 17, 1831. under which they are sent in, and those on emergency are to be
and 1553 **Oct.** made out in duplicate, and countersigned by the Officer Com-
15, 1832. manding the Station (as well as Regimental authorities), one
G. O. 1837. Copy to be sent to the Military Board on the same day that the
G. O. other is sent to the Magazine.
Jan. 30, 1840.

G. O. C. C. 5. Officers in charge of Ordnance carriages may indent for
Apr 25, 1815. half-wrought Timber materials and stores necessary for their
Pay and Au- repair.—Vide authority in the margin, for what is to be kept in
dit Regulati- repair.
ons, pages, 6,
7 & 8, **Cir. M.**

B. Office 1793 6. Indents of twelve months date are cancelled.
July 1830,

7. In the preparation of Annual Indents for Exercising ammunition, the Balance in store (on 1st May) is to be carefully noted and the same rule is to be observed with the annual indents for Practice Stores; if from any particular circumstances, any articles of the preceding season (or seasons) have been retained.

INVALIDS AND PENSIONERS.

SECTION XXXI.

1. Every Officer Commanding a troop or Company, must bring all men whom he thinks unfit for the ranks, before the Surgeon, at least 15 days before the Invaliding Committee assembles: the Surgeon; at the same time, is to submit to the Commanding Officer, a list of such men as he thinks fit objects for the Invalids.

G. O. C. C.
Mar. 8, May
17, and June
24, 1816.
G. O. G. G.
Feb. 23, 1829.

2. Committees for invaliding Natives sit on the 1st April yearly; and for Europeans, on the 31st July in the provinces, and on the 31st August in Bengal.

G. O. C. C.
Mar. 10, 1829.

3. Rolls of men to appear before the Committees are to be made in Quadruplicate, Form No. 33, 34, Separate Rolls for each class: viz., Europeans, Golundauze, Lascars, &c. When the Committees' proceedings are closed a nominal roll of men invalided, with Commanding Officers and Committee's remarks, in proper columns, after the Names and Rank, will be forwarded to the Assistant-Adjutant-General Artillery. In the column of "Remarks by Commanding Officer" is to be inserted a brief history of the man's services and claims to pension.

G. O. P. C.
June 24, 1835.

G. O. C. C.
Feb. 8, 1839.

4. When any European Soldier applies for Pension established by M. C. 11th January 1797, the Commanding Officer of his Troop or Company, or Adjutant of Brigade or Battalion (being satisfied that he is entitled to it) will prepare a Roll in Form No. 35, accompanied by an Extract of the order promoting him (if a Non-Commissioned Officer) and a Certificate of his length of Service* in the several Departments he has been in, and any other observations the Commanding Officers may have to offer. A separate Certificate of good conduct must also be attached.

G. O. G. G.
Feb. 5, 1810.

Mem. T. M.
Dec. 4, 1832.

5. When a European Soldier is invalided, to Europe, recommended for Lord Clive's Pension, he will be furnished with a Certificate of his being an Invalid, and actually unfit for further service in India, before leaving his Troop or Company. This Certificate is to be annexed to the Descriptive Roll and countersigned by the Surgeon: a duplicate is to be forwarded to the Town Major.

M. C.
Mar. 7, 1772.

G. O. C. C.
Oct. 6, 1774.

6. When Invalids are sent to the Presidency on their way to Europe, the Senior Regimental Officer at the station will send with his report of their departure, an Extract of the Character of each extending to at least three years back; any grave offence of anterior date is however to be noticed. The Characters of all Invalids from the same Troop or Company, are to be on one Sheet of paper or on consecutive Sheets.

Article 79.

* Time of service as a Drummer in a Native Regiment does not count if transferred to the Artillery.

A. G. No. 159.
Jan. 24, 1845.

R. O.
Oct. 6, 1840. Invalids are to be struck off their Troops or Companies from the date of their departure for Chunar or the Presidency.

7. When Invalids are sent to Chunar, the Senior Regimental Officer will report their departure to the Assistant-Adjutant-General Artillery; and at the same time whether any of them have any claims to, or qualifications for particular situations, the duties of which their infirmities will not prevent their performing. The Characters of such men are to be sent.

8. When claims to the Pension established by G. O. G. G. 25th March and 28th October 1825, are to be preferred to Regimental Committees by heirs of deceased Soldiers, the individuals will be furnished with a Certificate of Identification from the Troop or Company to which their deceased relative belonged, as soon as the Committee have decided upon the validity of the claim: and when the Pension is granted in orders, an extract of the order will be supplied on application to the Staff Office of the part of the Regiment at the Station where the Committee sat, on producing this Certificate; and it is then to be carefully explained to them how these are to be used as laid down in G. O. G. G. 13th December 1837.

G. O. C. F.
Feb. 14, 1839. 9. Period of service to count from date of attestation instead of arrival in India for either pension or invaliding, but time passed in confinement will not be reckoned.

Sec. XXXIII.
Mutiny Act,
G. O. C. C.
Mar. 28, 1838. 10. Commanding Officers are to insert in the fullest manner the Character of Natives who have served 40 years and upwards.

LABORATORY DUTIES.**SECTION XXXII.**

1. Officers on first joining the Regiment will go through the Laboratory Course, and, for that purpose, will attend at the School until dismissed by the Officer in charge, who will furnish a weekly report to the Commandant of Officers and Men attending.

2. All Recruits, European and Native, will be put through a course of instruction, and to keep up this necessary knowledge, Officers in Command of Companies at Stations with Magazines at convenient distances will take in connexion with Ordnance Officers, the opportunity of employing parties of their men in such duties at the Magazine, or in their own Laboratories; reporting monthly, the number so employed.

Cir M. B.
Office 1855.
Aug. 1819.

3. Requisitions from Magazine Officers for working parties for this purpose, are to be complied with, if possible, and all Ordnance Ammunition, &c. should be prepared in Regimental Laboratories, the materials being supplied from Magazine.

Adj. Genl.
Cir. No. 2661.
Jan. 10, 1825.

4. To Recruits for the Native Battalion; it is to be particularly explained, that these form a portion of the regular duties of an Artilleryman.

LEAVE OF ABSENCE.

SECTION XXXIII.

1. Officers of Artillery will apply for leave through the same channel as laid down for other Officers, a report being made by the Senior Officer at a Station to the Assistant-Adjutant-General Artillery, and the Officer Commanding the Artillery Division, when he forwards the application, if the leave is to extend beyond muster.

R. O.
Feb. 1, 1832.

R. O.
Feb. 1, 1841.

2. An Officer quitting the provinces with intention of proceeding to Sea, or on furlough, is to provide himself with a certificate from the Senior Officer of his Battalion at the station he leaves, (or if he has not been six months there, then from the Officer under whom he last served) that there are no Regimental claims recorded against him.

R. O.
Apr. 4, 1841.

3. Should he be the Senior of the detachment of his Brigade or Battalion, this certificate is to be furnished by the Senior Regimental Officer. The relieving Officers declaration of being satisfied with the accounts recorded will be forwarded, and he will be held responsible for them. Officers signing such certificates must pay attention to ascertain their accuracy, and Officers requiring them, will, for their own sakes, (as without them their applications for leave will not be forwarded) give every facility for examining the books of the Company, Troop, or Detachment, they may have had in charge.

4. Officers of Artillery on leave or on duty, when absent from their Regiment or Department, will report their residence, monthly, to the Adjutant-General of the Army, and Assistant-Adjutant-General of Artillery.

5. An Officer in Command and alone at an outpost, is not to apply for leave save under circumstances of an urgent nature. In such cases he will report his intention to the Officer Commanding the Artillery Division and Assistant-Adjutant-General Artillery.

6. Officers of the Regiment are never to give leave of absence to European or Native Soldiers; it can be granted by the Officer Commanding the Division or Station under authority of the Commander-in-Chief. On sick Certificate, the Officer Commanding the Station can grant it, and yearly furloughs are granted to a portion of the Native Army when not required for Service. This is notified in G. O. C. C. and Officers are directed to be careful that all get leave in turn. Soldiers on leave are not to carry their Arms, Clothing, or Equipment, with them.

May 6, 1790.

7. When an European Soldier obtains leave to the Presidency, he is to be ordered to report himself to the Town Major in Fort William; and Officers Commanding Brigades and Battalions will report to him such leave, as also to the Assistant-Adjutant-General Artillery.

LONG ROLLS AND REGISTERS.

SECTION XXXIV.

1. Vide Section, "Books."

2. When a recruit is entertained, a correct description of him will be entered in the Troop or Company and Brigade or Battalion, Registers, if entertained at Head-Quarters of Brigade or Battalions, it is to be made out by the Adjutant and forwarded to the Officer Commanding the Troop or Company, the recruit is posted to: if in a detached Company, the Captain will forward it to the Adjutant. Descriptive Rolls of European recruits landing, or entertained at the Presidency will be forwarded by the Assistant-Adjutant-General Artillery.

3. Every Soldier until 22 years of age is to be measured annually one Month before the Long Rolls are sent in; and his actual height when it has altered will be inserted in the Roll. The spelling of Native names is to be invariably preserved.

4. On all occasion of removals from one portion of the Regiment to another or to the Staff, descriptive Rolls are to be sent to the men's destination by Dawk, and a Copy given to them or to the person in whose charge they are going. This Roll may contain all the names of men going, to the Same Troop or Company, on reaching their destination the men's appearance will be compared with the rolls, and any inaccuracies will be noted, when forwarding the Roll to the Adjutant of the Brigade or Battalion. The size of the Clothing required for each man must be entered in the Roll.

5. A Descriptive Long Roll of the European Soldiers of each Brigade and Battalion will be prepared on the 1st Septr. Annually for the Assistant-Adjutant-General Artillery in Form No. 23, and despatched on the 15th Septr. at latest; Casualty lists will accompany them separately in which every casualty will be entered, while in the Long Rolls will be only the names of those actually present. A Statement of Effects is also to be sent with it of all the men deceased since the last Roll was sent.

Quarterly nominal Long Rolls are to be forwarded 1st Decr. 1st March and 1st June. R. O.
Oct. 19, 1842.

6. Each Troop or Company of a Brigade or Battalion is to have a distinguishing letter of the Alphabet, Commencing with A. to the 1st Troop or Company with which its Arms and Accoutrements are to be marked. When a Soldier dies or is removed, the number is to be filled up by the man who takes his place; but no man's number is to be charged while he remains in the same Troop or Company. Each man will also have a Reg. number which is always to be used in designating him. G. O. C. C.
Dec. 10, 1842.

7. When a man is transferred to the Town Major's List, or to another Corps, a descriptive Roll is to be sent with him.

MARRIAGES, WIDOWS, CHILDREN.

SECTION XXXV.

1. No European Soldier is to marry without the written consent of the Officer Commanding his Troop or Company, countersigned by the Senior Officer of the Brigade or Battalion at the Station : and Officers will be careful lest improper marriages are contracted.

G. O. G. G. 2. On the death of their husbands, widows are allowed to
June 9, 1840. draw Pay for six months, and then the pension equal to $\frac{1}{4}$ th of
Memo. their husbands' Pay, if he died in the service ; or was an Invalid
Mily. Secy. or out-Pensioner of Chunar. An affidavit in from No. 63 must
Mar. 10, 1841. accompany their application for the pension.

R. O. 3. No Officer is to grant a certificate of character to any
May 12, 1835. man of the Regiment for the purpose of his getting married from
the Lower Orphan School, until he shall have served one year in
the Regiment, and his character be known. A certificate is not
to be granted to bad or doubtful characters.

G. O. G. G. 4. The allowance to European Women is 5 Rupees ; to East
July 8, 1840. Indian, $3\frac{1}{2}$; and to legitimate children (and to these only) $2\frac{1}{2}$
Rupees each per mensem. These rates to take effect on all mar-
riages and births since 1st January 1811.

MESSES AND MESS DEBTS.

SECTION XXXVI.

1. Each European Troop or Company is to be formed into six messes, (in general, a gun's crew will form each mess) at the head of each of which a Corporal (or if he is absent a Bombardier) is to be placed, who will be held responsible for its regularity and the good conduct of the men at mess times : the cleanness of the utensils ; and goodness of the provisions purchased and cooked. He may be allowed the aid of one man (in weekly or monthly rotation) as mess-caterer, to assist in buying provisions, &c.

2. The Non-Commissioned Officer will have charge of the mess-money ; the cook boys are to be under his control, and will be paid by him : the men are forbidden to punish or give them any orders.

R. O.
Mar. 2, 1829.

3. The Non-Commissioned Officer is not to allow any debts to accumulate ; every thing is to be paid for as bought ; and Commanding Officers of Troops and Companies are authorized to stop at the payable, a sum equal to 1½ Annas per diem for messing for the coming month in advance from each man, in addition to settling to the end of the current month. A Non-Commissioned Officer making away with this money, will be most severely punished, and any one who neglects his mess will forfeit all claim to further promotion. The following servants are authorized, and their wages may be deducted at the pay-table for the same months, as the Troops are paid, viz. Cook-boy, Barber, and Dhoby.

R. O.
Mar. 2, 1829.

4. The unmarried Sergeants, including Pay-Sergeants, may mess together ; and to enable them to aid in supervision of the men's messes, their dinner hour is to be different from that of the Soldiers.

R. O.
Mar. 2, 1829.

5. Beer is allowed to be drunk at the mess-table, but no spirits. A dinner hour is to be appointed by the Senior Regimental Officer, at which time a Signal will be given by Bugle or Drum, and no Non-Commissioned Officer or man is to absent himself from his mess, unless sick or on duty.

6. Officers Commanding Troops, and Companies are responsible for the interior economy and management of the Messes ; and the Officer on duty will be directed to visit them, at the Commanding Officer's discretion.

7. Men may attend Mess in Shirts or long sleeved Banians and Trowsers, but at the same time must be clean and tidy.

MONTHLY RETURNS.**SECTION XXXVII.**

1. Every Officer Commanding a Troop or Company, wherever situated, will forward to the Officer Commanding the Brigade or Battalion a Monthly Return in Form No. 25, 26, and on no account is this return to be delayed beyond the day following Muster. He will at the same time furnish a Copy of this Return to the Senior Regimental Officer at the Station. Field Battery Guns and Cattle are to be returned as attached to the same Companies as the Drivers. These Returns are to be accompanied by Casualty Lists (or if none have occurred, a Memo to that effect) and Rolls of all men doing duty, shewing to what Troop or Company they belong, and by what authority they are doing duty away from it.

2. Officers Commanding Brigades and Battalions, will, as soon as practicable after the receipt of the Troop or Company Returns, forward to the Assistant-Adjutant-General Artillery, a Monthly Return in duplicate (in triplicate when Army Headquarters are not at the Presidency) of the Brigade or Battalion, in Form 27, 28. To one of these Returns, those of Troops or Companies are to be attached*; and to the other, the Nominal Rolls of Casualties and Removals. A general Casualty List of the Brigade or Battalion is to accompany.

*Vide note to
par. 6.

3. In preparing these Returns for Troops and Companies, the numerical account of Casualties under the head "Casualties and Occurrences" must correspond with the Rolls, and for Brigade and Battalions, with the Casualty List: all Casualties in the former which do not affect the strength of the Brigade or Battalion, being omitted in the latter, (vide section X) Men of one Troop or Company doing duty with another of the same Brigade or Battalion, though at another Station will not be returned doing duty with the Brigade Battalion, although they are so returned with the Troop or Company.

4. The Ordnance Commissariat Officer in charge of a Park Depot or Magazine, will, on the 1st of every month, furnish the Senior Artillery Officer at the Station with a Return in duplicate, and in the Form No. 30, one of these being for the Adjutant-General, and one for the Assistant-Adjutant-General of Artillery. When there is no Artillery Officer present, these returns are to be sent direct; and when there is no Ordnance Officer, they will be furnished by the Artillery Officer in charge.

5. The Senior Regimental* Officer in every Camp, Garrison, or Cantonment, where there is the Head Quarters of a Troop or Company, will forward to the Adjutant-General of the Army, on the 1st of every month, a Monthly Return in the Form No. 29, which is to be accompanied by the Ordnance Officers' Return,

G. O. C. C.
Aug. 31, 1825.

* Officers Commanding Brigades and Battalions will forward monthly to Adjutant General of the Army a return of Commissioned and Non-Commissioned Staff noticing every Casualty and occurrence.

required from him in the last paragraph. A duplicate of these Returns will, at the same time, be forwarded to the Assistant-Adjutant-General, that of the Artillery, being accompanied by a General Nominal Roll of such men at the Station, as belonging to Troops and Companies serving there, are doing duty with Troops or Companies present. When only a Troop or Company is serving at a station, its own Return will suffice for the Assistant-Adjutant-General, but it must be accompanied by all the other documents.

6. One set of the Brigade or Battalion Returns with those of its* Troops and Companies attached thereto, will be forwarded by the Assistant-Adjutant-General to the Adjutant-General of the Army, with the General Regimental Return, and one set will remain as a record in the Assistant-Adjutant-General's Office.

7. When Officers go on, or return from, leave of absence, the dates of their going on, and returning from leave, are to be duly noticed opposite their names in the Monthly Returns; and when Officers are proceeding to join, or on a march, the date of the last report received from them and the place from which it was addressed, are to be noticed opposite the names in the Returns; also when no report is received it will be duly noticed.

G. O. C. C.
Mar. 26, 1790.

G. O. C. C.
Sept. 21, 1825.

* A Monthly Return from each Troop or Company substituted by R. O. 10th May 1845.

MUSTER ROLLS.

SECTION XXXVIII.

M. C.
Aug. 22, 1796.
G. O. C. C.
Apr. 3, 1812.
G. O. C. C.
May 11, 1819.
G. O. G. G.
Feb. 1, July
18, 1828.

1. Officers Commanding Troops, Companies, Detachments, or in charge of Public Establishments, will prepare Muster Rolls which are to be given to the Mustering Officer on parade. Field Officers and Staff will, in like manner, be mustered in a Roll prepared by the Staff.

2. Officers whose duty it is to prepare Muster Rolls, are held particularly responsible for their correctness, and for any loss that may arise to individuals from omissions or neglect on their parts, as it is from them that the accuracy of Pay Bills must be checked.

3. The names of men doing duty with Troops or Companies, are to be included in distinct Muster Rolls, and not to be mixed up in the Rolls of the Troop or Company.

4. The names of husbands are to be entered opposite the names of all women borne on Muster Rolls,—if widows, the date of their husband's decease is to be inserted in the Roll every month.

5.* Twice a year (European 1st January and 1st June, Native 1st March and 1st August) Muster Rolls will be sent from each Company, through the Head Quarters of Brigades or Battalions, to the Assistant-Adjutant-General Artillery, in form No. 61, having separate columns for remarks for each month. These Rolls are to be prepared in alphabetical order for surnames on open foolscap paper (with an inch blank for binding.) The Hospital admissions and discharges need not, but every other remark made for the Auditor-General will be entered; especially the authority for, and date of all alterations in strength.

R. O.
May 30, 1842.

The time passed in confinement is to be noted, under XXXIII clause of Mutiny Act.

6. Men doing duty (except time-expired men, until they are finally struck off) are to be included in the Rolls of their Troops and Companies only, and not in the Troops and Companies with which they are doing duty.

* This paragraph is modified by R. O. Jan. 9 1843— $\frac{1}{2}$ ly Rolls are sent from Brigades and Battalion of Europeans, $\frac{1}{2}$ yearly of natives from Troops and Companies.

R. O.
May 26, 1842.

Date of enlistment of men of 14 years service is to be noticed in Muster Rolls of Troops and Companies.

NON-COM. OFFICERS, & THEIR RANK & DUTIES.

SECTION XXXIX.

1. The Sergeant Major is the first Non-Commissioned Officer in a Brigade or Battalion, and is peculiarly the Adjutant's Assistant. He must attend all parades and Guard Mountings, keep the roster of duty for the Non-Commissioned Officers and Privates; inspect the liberty chits, and all men going and returning from leave; and report every occurrence to the Adjutant on his coming to the Lines, or, if emergent at the time of its occurrence.

2 The Quarter Master Sergeant ranks next, and, as Assistant to the Quarter Master, has charge of the stores, Camp Equipage, Clothing, &c; his Establishment must see to the keeping the Lines and Barracks clean and in order; he must attend at the serving out rations.

3. The Drill Sergeant must pay unwearied attention to the proper setting up of the recruits on first joining, and to the keeping all men smart and steady in their drills and exercises; he is particularly under the Adjutant and Sergeant Major.

4. The Staff Sergeants are the senior Non-Commissioned Officers in their respective Troops and Companies, and to them the Captains will look for a due preservation of order and discipline in Barracks. Staff-Sergeants take no duty which removes them from their Troop or Company, and only mount Guard when the whole is on that duty.

5. The rough-rider Sergeant is the Riding-Master's Assistant and aids him in the duties of the longe, breaking-in young horses, and instructing recruits to ride,

6. The School, Canteen and Hospital Sergeants, rank next, and take place by the date of their appointment; their designations sufficiently point out their duties; for the former a man of good conduct, and some education and literary attainment should be chosen; for the second one of steady, impartial, trust-worthy character, with a sufficient knowledge of accounts and book-keeping; and for the last, good steady conduct is the necessary qualification, but he need not be a particularly smart or active man.

7. The Sergeants of Troops or Companies, Bullock Sergeants of Light Field Batteries (these Non-Commissioned Officers move with their Company) Trumpet, Bugle and Farrier-Majors, and Farrier-Sergeants of Native Troops and Companies rank next by the date of their appointments.

8. Drill-Corporals follow, they assist the Drill-Sergeant in his duties, or if attached to a Troop or Company, their especial care must be given to perfect the men of that Portion of the

Regiment in their drills. Men who have shewn themselves capable and useful as drill instructors, will be considered as deserving of advancement to this rank.

9. Pay Sergeants,* if they are Corporals come next; if not, they will rank above Bombardiers. A Pay Sergeant (or Pay-† Havildar) is appointed by the Captain, and except in case of misconduct, will not be removed without the Brigade or Battalion Commanding Officer's consent. A Pay Sergeant's duty is to aid his Commanding Officer in preparation of Pay rolls of the Troop or Company, and all accounts of the men. He may aid in preparation of all the Public documents; but it is clearly to be understood that this is optional, yet having been once undertaken it cannot be thrown up without the Officer's consent, and any neglect in this duty will render the Pay Sergeant liable to Punishment. No arrangement between a Pay Sergeant and men of the Troop or Company will be considered binding on the Officer Commanding, unless his consent is formally obtained to it.

10. Corporals and Rough-Riders by date of appointment: if a Rough Rider however wishes to take his chance of promotion in the Troop he enters at the bottom of the Corporals. He is not allowed to have the advantage of the increased pay, and also on becoming the oldest in Rank to claim the Sergeantry.

11. Bombardiers rank next, and this rank may be looked on as one of trial; for if a man proves himself deficient in the qualities which are necessary to a good Non-Commissioned Officer, although he is steady and well-behaved, it is not incumbent on his Commanding Officer to advance him higher.

12. It is the especial duty of all Non-Commissioned Officers, to make themselves acquainted with the rules and regulations connected with the discipline of the Regiment, and by an impartial exercise of their authority, secure the good conduct of the soldiers in Lines or Barracks, and the strict observance of the rules framed to preserve that Order and regularity upon which the comfort of Individuals and the respectability of the Regiment so much depend.

13. Non-Commissioned Officers will avoid all familiarity, drinking parties, and private money transactions, with the privates; they must be careful in exercising their authority to avoid the gratification of personal feeling by magnifying in the case of some, into crimes, that which in others they pass over as trifles. Each Non-Commissioned Officer will see that every man in his squad is sober when turning out for parade, and will not allow a man to fall in, at all affected with liquor, under the plea of his not being quite drunk: all will use their utmost endeavours to keep liquor out of, and to prevent its sale or exchange in the Barracks.

G. O. C. C.
Nov. 14, 1835
G. O. C. C.

* The appointments of Pay and Staff Sergeant may be held by the same person.

† Must be a Havildar or-Naick.

14. Non-Commissioned Officers will always act in the advanced rank previous to confirmation, a time not exceeding six months, and if during that time they do not give satisfaction, their promotion will not be confirmed; and any Non-Commissioned Officer preferring to resign his rank, to standing a Court Martial, must return to the ranks as a Gunner—this option is not however on any account to be extended to Sergeants.

A. G.
No. 1800, A.
Sept. 11, 1841.

15. Non-Commissioned Officers will not lend personal assistance in securing prisoners (unless under circumstances where it cannot be avoided) but when compulsion is necessary they will call out a party from the nearest Guard, or require the assistance of any men near.

G. O.
R. O.
Dec. 21, 1831.

16. Sergeants are never to be confined in a Guard-Room, but when necessary will be placed in arrest in their own rooms.

17. Non-Commissioned Officers may be reduced to the ranks by the Commandant of the Regiment. Article 71.

OFFICERS.

SECTION XL.

1. Officers, both European and Native, must be attentive to the orders of the Service and of the Regiment, and by a firm, but temperate, exercise of their authority, enforce attention to them, from those placed under their orders; checking error by reproof and admonition and resorting to coercion, only when forced by necessity.

2. Commanding Officers of Troops and companies must look to the health, comfort and welfare, of their men, and the good condition of the arms, accoutrements, and Cattle. They should study to know not only the names and faces, but the peculiarities of character of all under their Command, and by a judicious admixture of firmness and kindness, obtain a moral influence over them. Impartiality in the choice of Non-Commissioned Officers; non-allowance of any undue influence on the part of Pay Sergeants; patience in attending to their complaints, although they may appear frivolous; strict impartiality and justice; a kindly deportment towards their men, and a care for their real welfare and comfort which an Officer's own feelings and judgment must dictate, will seldom fail to ensure that respect and good-will towards their Officers which will render their task an easy one, and cause them to be looked up to as the friends and patron of the soldiers.

3. The Captain must personally see his men paid; enquire into and endeavour to settle, all their complaints, referring such as he cannot, to his superiors; he must pay attention to the dress, arms, accoutrements, and to the drills and general appearance of his command; he should attend all inspection parades, or cause a subaltern Officer to do so, and report to him any men, who may be deficient in their kits or clothing.

4. Commanding Officers of Brigades, Battalions, Divisions or Detachments, are to be particularly careful that all Standing Orders of the Service and of the Regiment are observed by all Ranks under their Command. It is by attention on their part to the due observance of all Orders by the Officers and Men under them, that the Commandant expects to preserve uniformity and discipline in the Regiment. The Commandant requests when points may be referred for decision to Commanding Officers, or when they may have occasion to act on the Standing Orders if the same are not plain and explicit, that they will conform to the general spirit of them, without too strictly adhering to verbal interpretation; and he is fully satisfied, that by a minute observance of their general meaning, and a strict adherence to their principles, both much time, and trouble lost in reference may be saved.

5. Every Officer on first joining, will make himself well acquainted with the Standing Orders, and use his utmost endeavors to qualify himself for his Situation providing himself as soon as practicable with a Copy of these Orders, either printed or written. R. O. Oct. 7, 1837. R. O. Oct. 31, 1837. R. O.

6. Officers applying for transfer from the Foot, to the Horse Artillery, will forward, with their application, a Statement of their Services agreeably to Form No. 58. Mar. 1, 1838. G. O. G. G. Apr. 17, 1837. G. O. G. G. May 1, 1837.

7. Casualties of Officers, holding rank in the "Order of British India"—to be reported to army Head Quarters. G. O. C. C. June 23, 1837.

ORDERS.

SECTION XLI.

1. All Orders affecting any portion of the Regiment issued at Head Quarters, if to be acted on at once will be forwarded to that portion of the Regiment on the same day, and are to be published immediately on their receipt.

2. At the end of each month, a copy of the Regimental orders issued will be sent to the Head Quarters of each Division, Brigade, Battalion, Troop and Company; and these are to be acknowledged at the foot of the Monthly Returns, immediately below the acknowledgment of the General Orders.

3. Officers Commanding portions of the Regiment, are to forward with their Monthly papers to the Assistant-Adjutant-General Artillery, Copies of all Orders published by themselves, and of all orders issued by the local authorities affecting the Artillery at their Stations. Officers Commanding detached Troops and Companies, will furnish Copies of these Orders to the Head Quarters of their Brigade and Battalions respectively, with their monthly papers.

4. Commanding Officers of Troops and Companies are responsible that the Orderlies are duly warned to take the Order Books to all their Officers present at the Station; and that all Orders regarding the Officers or men for duty, are duly and regularly communicated. But as no Officer can be ignorant whether he has seen the Book or not, neglect of the Orderlies will form no excuse for omission of the Officers, whose duty it is, to call for the Book if not brought to them. Orderlies however will be duly punished for such neglect when it is proved to arise from carelessness.

5. Commanding Officers will cause the Standing Orders regarding the conduct of the men, to be read to them in presence of the Staff Officer or some Commissioned Officer, at such times, and in such portions, as may be convenient, so that the whole may be read through once every 3 months.

6. When orders are issued by any Officer, which require the confirmation or approval of the Commandant, copies in duplicate, drawn out in half margin, are to be forwarded to the Assistant-Adjutant-General Artillery, within two days after issuing the order.

R. O.
Nov. 2, 1833. Memorandums are not to be issued instead of orders, or if unavoidable, a copy is to be included in that of the orders sent.

ORDNANCE, ORDNANCE STORES AND OFFICER.**SECTION XLII.**

1. Every Officer receiving, or in charge of, Ordnance, and Ordnance Stores, should inspect them carefully, ascertain that they correspond with the lists furnished, and that they are adapted to the Ordnance. The Ordnance should be drawn out, ammunition unpacked and inspected, and should any difference or discrepancy appear, which cannot be satisfactorily accounted for, a Committee should be requested that the state may be impartially ascertained. An Officer actually in charge of Ordnance, will, at all times, be held responsible for its proper equipment.

2. A Monthly Return of receipts and issues of Ordnance Stores in the form at the foot of the Return to the Military Board will be forwarded to the Officer Commanding the Division furnishing the Detachment, who will, if necessary, forward it to the Commandant with his remarks.

3. The Stores of Field Batteries and detached guns are to be unpacked and aired at least once a month; at this time all articles of Ordnance equipment are to be carefully examined. The Powder in the Service Cartridges is to be changed once in three years.

4. On the 1st day of May and November Returns of Ordnance Stores with detached Guns of Batteries will be forwarded to their Head Quarters, from whence General Returns of the whole Battery will be forwarded to the Secretary to the Military Board. Officers in Command of Batteries and making these Returns to the Board, will be held responsible to the Regimental authorities that their Ordnance Stores agree with the established tables in number, and that they are in good condition.

5. Copies of all papers regarding Stores and Equipments of Field Batteries and their detached Guns are to be kept in proper books; and when the Guns may be transferred to a Park or Magazine, a general remark will be made in the books of the Field Battery, that the papers regarding them are entered in such Park Books from the month of _____ to the month of _____. When they are received back, an entry to that effect will also be made.

6. Stores attached to Field Batteries and Field Pieces will be returned separately from those with Parks or trains, unless they are particularly ordered to be lodged with such. The Returns of each Field Battery will be separate, and stores not belonging to their Service Equipment (such as Saluting Cartridges) will be excluded,

7. When Field or Siege Ordnance is detached from a Magazine, the Artillery or Ordnance Officer in charge will make returns of the same form at the same time as is directed for Field Battery Guns detached; a copy is to be sent to the Commandant as well as the Military Board.

8. In repairing Carriages, injured Half Wrought Siege Materials intended for the larger descriptions, are to be used for the smaller, whenever they will work up, and enquiries are always to be made whether any of this class are available in Magazines from whence Half Wroughts are about to be drawn.

C. M. B.
7166 Feb 1829
1351 June do

9. Carriages of all Field Batteries and out-post Guns are to be painted yearly; to Stations where there is no Magazine, painters are to be sent in the month of September from the Magazine they are dependant upon, with materials for this purpose.

10. An Officer engaged on service will report to the Commandant all expenditure of ammunition and Stores, whether by accident or in action as soon after the occurrence as practicable.

11. Officers Commanding Artillery at Stations where there are Magazines, will occasionally visit them, and notice to the Commanding Officer any irregularities he may observe, copies of these reports to be made to the Commandant. The Commanding Officer of Artillery will accompany the Officer Commanding the Station, in his visits to the Magazine.

Mil. Sec. Gr.
Aug. 5, 1824.
G. O.
Apr. 26, 1817.

12. Officers Commanding Artillery on Service will report on the behaviour of the Ordnance Officers with them to the Secretary to the Military Board on 1st March, June, September and December respectively.

13. In all Survey Reports on Ordnance, Form No. 36 is to be used.

ORPHANS.

SECTION XLIII.

1. Rolls (in Form No. 38) of Children, borne on the list of the Orphan Society, will be prepared, monthly, in Troops, Companies and Staff, and forwarded to the Secretary of District Committee with Bills for payment of the allowance. G. O. G. G.
Nov. 9, 1827.

2. Half-yearly Rolls of all the above Children attached to Brigades or Battalions, are to be forwarded on the 1st May and 1st November, to the Assistant-Adjutant-General Artillery in which all casualties are to be duly entered.

3. The sex of all children is to be specified in the remarks when first enrolled, and whether baptized or not at the time. If a child is not enrolled the second muster following its birth, it will not be afterwards admitted without most satisfactory reasons given for the delay. The allowance is granted to none but legitimate children. A child born after, or dying before, the 15th of the month is not entitled to allowance for that month. G. O. G. G.
July 8, 1840.
O. S.
Rule 31.

4. When Parents or Guardians are removed to another Troop, Company, or Detachment, the children accompany them; and a Roll is sent to their destination, with a Certificate of last pay at the bottom; and should the parents or Guardian of the child die, and no person be found ready to take permanent charge on the spot, application must be made to the Secretary to the Local Committee of the District to provide for the child being sent to the Orphan School, by the first opportunity. O. S.
Rule 43 to 50.

5. It is optional with Soldiers to retain their children instead of sending them to the Institution, but when retained, the Officers Commanding are responsible that they attend the Regimental School, if any, or that some arrangement is made for educating them, as long as they draw the Government subsistence allowance. Should this not be the case, a report of the circumstance and Roll of children is to be sent to the Assistant-Adjutant-General Artillery.

6. Children from 9 to 15 years of age may be entered as Half-pay Buglers: vide that section. G. O. C. F.
July 12, 1834.

7. Boys of European parentage, on attaining their 18th year may enter into contract as Gunners, if 5 feet $5\frac{1}{2}$ inches high, and certified by medical Officer to be able-bodied; (if 20 years of age they must be 5 feet $6\frac{1}{2}$ inches). In this case Rolls in Form No. 62 must be sent to the Assistant-Adjutant-General Artillery.

8. Information regarding Children in the Orphan School, can, at all times, be obtained by application to the Secretary to the Local Committee, the Secretary to the General Management, or Assistant-Adjutant-General Artillery.

PARADES, INSPECTIONS, &c.

SECTION XLIV.

1. With the European portion of the Regiment there will be two parades daily for the inspection of the men, when drill or exercise do not interfere; one at sunrise, the other $\frac{1}{2}$ of an hour before sunset. In the mounted branch this inspection will be before Stable duty. In the native branch these inspections may be modified at the discretion of the Officer Commanding.

G. O. G. G.
Mar. 25, 1825.

2. In every branch of the Regiment there will be a weekly inspection of Arms, accoutrements and Kitts, on such day as the Commanding Officer may direct. One of these parades in each month will be particularly allotted to the inspection of Half Mountings of the Natives, which will be noticed in the monthly Copies of Orders.

3. Brigades, Battalions, and their detachments, will parade separately, unless when detachments are doing duty together, or a general parade ordered by the Officer Commanding Artillery at the Station. In this case they will be drawn up by seniority of Brigades or Battalions; Horse Artillery on the right, the Gun Lascars on the left, by seniority of the Brigades or Battalions they belong to.

4. At every parade of the Brigade, Battalion or detachments, the Troop or Company will parade on its own ground $\frac{1}{2}$ of an hour before the time ordered for the general parade; a parade report of the Troop or Company will be prepared by the orderly Non-Commissioned Officer and given to the Orderly Officer: who, after inspecting the Troop or Company, will, if correct, sign it. The Adjutant will collect these reports when the parade is formed, and deliver them to the senior Officer present. Form No. 39.

5. Towards the conclusion of the practice season, the Commanding Officer of Artillery will report to the Commanding Officer of the Station, that the Division will be ready for inspection on any day he may fix; and after such or any other inspection, he will forward for the Commandants information a statement of the performances, and copy of any orders which were issued.

6. Every man excused from parade must obtain leave in writing from his immediate Commanding Officer, Countersigned by the Senior Officer of Brigade or Battalion. In sickness or convalescence this will be granted at the recommendation of the Surgeon, who will first sign the certificate; it is however never to be given for more than 7 days at a time, and at the expiry of that period may be renewed; men so excused will be inspected occasionally by the Surgeon.

PAY, PUBLIC MONEY, &c,

SECTION XLV.

1. Copies of all bills for dues to men of the Regiment by any Officer in it, or having command over men of it, will be entered in the books of the detachment they belong to.

2. Public money is not to be entrusted, by Officers to their Pay Sergeants or Havildars: every Officer is personally responsible for monies received on account of his men.

3. Pay and allowances will be issued, monthly, as soon as received, without further authority than a Brigade, Battalion, or Detachment order; but Half-mounting compensation and such like monies are not to be issued without the Commanding Officer's authority, and in applying for this authority, it is to be reported whether the men's kits and necessaries are complete, and whether the amount could be more advantageously applied for the men.

M. C.
Aug. 22, 1796.

4. When Public money is received by an Officer for an absent man, he will immediately remit the amount; or if a Bill is not procurable, report the circumstance to the Officer under whom the man is serving.

5. With the Pay Acquittance Roll, Officers Commanding Troops and Companies will forward to their Adjutants a statement of the Cash Balance remaining in their hands, of Public Money; accounting every month for the difference appearing, Form No. 59.

G. O. C.
May 25, 1832.
R. O.
Dec. 21, 1832.

6. No Officer is to be allowed to deliver over the charge of a Troop or Company until he obtains from relieving Officer, a detailed receipt for all public money, arrears of Pay, estates of deceased men, &c, vide Form No. 59. On this being signed by relieving Officer, and delivered to the Commanding Officer of the Brigade, Battalion, or Detachment, it will be held as a declaration, from the Officer receiving charge, that he has compared it with the Books, and finds no due unaccounted for; and this Act will make him responsible for all errors which it may hereafter appear could have been ascertained from the Books, and were not noticed at the time. On these receipts being remitted to Headquarters of the Brigade or Battalion they are to be examined by the Adjutant, who will point out any errors which may appear, or if correct retain them as records.

A. A. G. A.
Letter.
No. 1184.
Nov. 7, 1827.
Section 33.
Mutiny Act.
G. O. G. G.
May. 5, 1841.
G. O. C. C.
May. 8, 1841.

This Order is equally applicable to the Commanding Officer or Staff of Detachments or Commands.

PAY · PUBLIC MONEY, &c.

7. A Soldier in confinement by sentence of a Court Martial, or on any charge of which he is afterwards convicted, loses his pay (and time of service) for that period, or if absent for not more than 5 days; his pay may be stopped by Commanding Officer.
- G. G. Apr. 10, 1837.
C. C.
8. The General Orders in the Margin refer to the increased pay for good conduct, and forms of Rolls of those from misconduct not entitled to it.
- G. G. May 3, 1837.
C. C. Apr. 17, 1837.
9. Commanding Officers of Troops and Companies are to discourage their men from running into debt, as much as possible, and the Orders of Government 25th March 1840 are to be explained to them, and acted up to in all cases.
- R. O. May 5, 1837.
R. O. May 25, 1837.
R. O. Oct 27, 1837.

PRACTICE, AND DUTIES IN THE BATTERY.

SECTION XLVI.

1. Whenever a Division or Detachment moves out to, and returns from, practice, a report is to be made to the Assistant-Adjutant-General Artillery in addition to those to the Army authorities.

2. All practice will be conducted under orders of the Senior Regimental Officer, as a general duty.

3. Reports in Forms 49, 50, 51 and 52, of the daily practice, will be delivered by Officers in command of Batteries to the Superintending Officer, and by him, weekly, to the Commanding Officer, to be lodged in the Division Staff Office, copies will be taken in the practice Book, of Troops and Companies.

4. At the conclusion of the Season, the Commanding Officer will send a report to the Commandant direct, of the several distances at which the practice has been carried on, with the different natures of the Ordnance, and the number of rounds at each distance; adding a proof of the powder and any observations which may suggest themselves. This will accompany the report of inspection when any takes place.

THESE TABLES will be found useful.

Practice Table for Field Guns and Howitzers:																
Range.	9 Pr. Gun. Charge 2½ lb.				6 Pr. Gun. Charge 1½ lb.				24 Pr. Howitzers Charge 2 lbs.				12 Pr. Howitzer Charge 1½ lb.			
	Shot.		Shrapnell. Bg. Pr. 4 oz.		Shot.		Shrapnell, Bg. Pr. 2½ oz.		Shell. Burg. Pr. 12 oz.		Shrapnell. Bg. Pr. 6 oz.		Shell. Bur. Pr. 5 oz.		Shrapnell. Bg. Pr. 4½ oz.	
	Elev.	Fuze.	Elev.	Fuze.	Elev.	Fuze.	Elev.	Fuze.	Elev.	Fuze.	Elev.	Fuze.	Elev.	Fuze.	Elev.	Fuze.
Yards.	0	Tenth	0	Tenth	0	Tenth	0	Tenth	0	Tenth	0	Tenth	0	Tenth	0	Tenth
450	— 15	— 15	— 52½	1½	— 52½	1½	— 52½	1½	1. 18	2¾	1. 22½	3	1. 22½	2¾	1. 22½	2½
500	— 37½	— 37½	1. —	1½	1. —	1½	1. —	1½	1. 39	3	1. 33½	3½	1. 30	3	1. 35½	3
600	— 52½	1. —	1. 10	2½	1. 10	2½	1. 10	2½	2. 15	4	2. 18	4½	2. 15	4½	2. 22½	4
700	1. 7½	1. 15	1. 15	3	1. 15	3	1. 15	3	2. 35	4½	2. 37	5	2. 35	4½	2. 45	4½
750	1. 15	1. 37½	1. 37½	3½	1. 37½	3½	1. 37½	3½	2. 43	5	2. 48	5½	2. 52½	4½	2. 52½	5
800	1. 45	1. 22½	1. 45	4	1. 45	4	1. 45	4	3. 7½	5½	3. 15	6	3. 3½	5½	3. 7½	5½
900	2. 15	2. 22½	2. 15	5	2. 15	5	2. 15	5	4. —	6½	4. —	6½	3. 55	6½	3. 55	7
1050	2. 45	2. 52½	3. —	6½	3. —	6½	3. —	6½	5. 15	7½	5. 30	7½	5. —	7½	5. 7½	7½
1200	3. 30	3. 30	3. 45	7½	3. 45	7½	4. —	7½	6. 30	8	6. 45	8½	6. —	8½	6. 7½	8

Line of Metal Range 9 Pr. is nearly 600 yards, and of a 6 Pr. nearly 500 yards. At 450 yds these Guns should be laid at an enemy's feet, at 600 at his breast and at 700 at his head, Canister should be used only to 300 yards.

PRACTICE TABLE for Mortars.

Range.	Fuze.	Iron.			Brass.		
		13 Inch.	10 Inch.	8 Inch.	5½ Inch.		
		45 Degrees of Elevation.					
Yards.	Inches.	Powder. (Charge.)				Musquetry.	
	Tenths.	lbs.	oz.	drs.	lbs.	oz.	drs.
400	1	1	10	"	"	9	12
500	2	1	15	"	"	10	12
600	2	2	4	"	"	12	8
700	2	2	8	"	"	14	8
800	2	2	11	"	"	15	8
900	2	3	2	"	"	"	4
1000	2	3	7	"	"	2	"
1100	2	3	11	"	"	4	8
1200	2	3	14	"	"	4	12
1300	3	4	2	"	"	6	6
1400	3	4	6	"	"	8	"
1500	3	4	10	"	"	9	"
1600	3	4	15	"	"	13	"

Powder Musquetry, giving a Proof range of 63 yards.

PROMOTION.

SECTION XLVII.

1. Promotion to the Native Commissioned ranks is made by the Governor General in Council. The recommendation for it, is forwarded by Commanding Officers of Golundauze Battalions through the Commandant of the Regiment to the Adjutant-General of the Army. In the Native Troops of Horse Artillery, promotion is made from a General Roll of the Havildars; and in the Gun Lascars in a similar way, from a general Roll of Horse and Foot.

M. C.
May 30, 1796.
R. Q.
Mar. 2, 1829.

2. The Soobadar-Major is taken from a General Roll of Soobadars, Horse and Foot; but the Officer so appointed remains with his Troop or Company.

G. O. C. C.
Mar. 19, 1818.
G. O. G. G.
June 14, 1825.

3. Promotion to the Non-Commissioned rank is made by Officers Commanding Brigades, and Battalions at the recommendation of Officers Commanding Troops and Companies, Seniority is only to give a preference where other claims are equal; but it is to be clearly understood that men unfitted by want of the necessary acquirements, bad character, inactivity, or other causes, will not receive advancement; and no Native Soldier entertained since 1822 will be promoted who cannot read and write, in one language at least.

G. O. C. C.
Dec 21, 1826.

G. O. G. G.
Mar. 4, 1825.

4. The rank of Bombardier may be considered as chiefly probationary; five men per Troop or three per Company may be promoted to this rank who cannot read and write, yet they will not be advanced higher save under some peculiar circumstances. While Bombardiers, their fitness for further promotion will be ascertained, and no man is to be promoted to Corporal who is not tolerably expert in reading, writing and accounts, so as to be able to prepare such memoranda as are expected from Non-Commissioned Officers. When none of the Bombardiers are fit for promotion, selection will be made from the Roll of Gunners.

Circular.
No. 662.
A. A. G. A.
Sept. 22, 1829.

5. The promotion to Sergeant is to be made from the Corporals, if fit, and no one should be recommended who has not shewn himself well acquainted with the duties of a Non-Commissioned Officer, impartial and strict in their discharge, and able to uphold the respectability of the rank; he should be able to read and write well enough to make out all the morning and parade reports himself so that when orderly Sergeant he need not seek assistance from others. If all the Corporals in a Troop or Company are deficient in acquirements, the Captain will forward a Roll, with remarks opposite each of their names, to the Officer Commanding Battalion or Brigade, who will, if he coincides, promote Corporals of another Troop or Company to the vacant Sergeant-ship, or direct the Captain to select the senior deserving Bombardier or Gunner in his Troop or Company.

5. When an Officer Commanding a Troop or Company finds it necessary to deviate greatly from seniority, in his recommendations for promotion, he will state his reasons fully in a letter covering the recommendation Roll; but he is not expected to recommend any man from standing only, but to select those qualified to support the discipline of the Corps.

6. The Ranks of Staff Sergeant or Havildar, are particularly to be held out to men who are otherwise qualified, as a reward for extraordinary attention to duty, and general good conduct. The promotion to these Ranks will be made by the Commandants of Brigades and Battalions, at the recommendation of Commanding Officers of Troops or Companies; who in forwarding their recommendations will most fully state the pretensions of candidates for such ranks.

7. When a vacancy occurs in any Non-Commissioned rank in a Troop or Company at the Head Quarters, of its Brigade or Battalion the Officer Commanding it will forward a Roll in Form No 47, of the man recommended to the Commanding Officer, who, if he approves, will put him in orders to act. If the Troop or Company is detached, the senior Officer of the Brigade or Battalion at the Station will put him in Orders, forwarding the Roll to the Commanding Officer of Brigade or Battalion for approval. Non-Commissioned Officers are at first only on trial, and if, within two months, they do not give satisfaction, they may be remanded: at the expiration of that time their promotion will be confirmed if they prove worthy; and this trial and confirmation is in no case to be delayed beyond six months.

R. O.
Nov. 22, 1832.

8. Recommendation Rolls of Europeans are to be accompanied by an extract from Character Book, for at least 3 years previous, and a specimen of their hand-writing, attested by their Commanding Officer, as written in his presence; these specimens of hand-writing are to be collected and forwarded monthly, after Muster to the Assistant-Adjutant-General Artillery.

R. O.
Nov. 23, 1832.

9. When a detachment of less than a Troop or Company is serving beyond seas, the Promotions for Casualties occurring in it will be made from the men of such detachment, due notice being sent to the Head Quarters of the Troop or Company that these promotions may be confirmed in the usual manner.

10. Every instance of extraordinary good conduct, and gallantry in action will be a particular consideration for promotion; any Officer observing it should therefore bring it to the notice of the Commanding Officer of Troop or Company, who will report it to the Brigade or Battalion Commanding Officer for the Commandant's consideration.

11. The permanent Non-Commissioned Staff of Brigades and Battalions or Divisions are made by their Commanding

Officers : they are selected for their fitness, character and conduct, and in this selection the Commanding Officer is not restricted to particular ranks.

12. Officers Commanding Brigades and Battalions will forward Quarterly to the Assistant-Adjutant-General, a list of men promoted and reduced during the past quarter, specifying the dates, and in cases of promotion the occasion of the Vacancy. This report is to be annexed to the Report of Punishments, and is also to be accompanied by a list of men confined, whose time is to be deducted from their service under G. O. C. C. 8th May 1841. Mutiny Act XXXIII. Section.

13. When a Non-Commissioned Officer is temporarily
Vide Adj. employed in any Staff Situation to which he is nominated in
Genl's. Letter General Orders, a temporary promotion is in consequence to
Nov. 1, 1825. take place in his Troop or Company, and the parties appointed
to act are to receive the pay of the advanced Rank during the
absence of such Non Commissioned Officer until he is finally
struck off.

PUBLIC PAPERS, &c.

SECTION XLVIII.

1. All public Documents are to be despatched within three days after they are due, except in extraordinary cases, when the cause should be reported.

2. The neglect of clerks, or non-receipt of other Documents necessary will not be received as an excuse from the Officer for any paper being incomplete : the former may be punished, but it is the Officer's duty to see that they are attentive, and to call for Documents if they do not arrive in proper time.

3. Copies of all public Documents forwarded are to be kept, and all Officers signing and countersigning will be held responsible for the correctness of the returns sent, as far as they have the means of ascertaining.

4. Black ink of a permanent color is to be used for all Documents, red ink may be used for lines, but not for remarks or writing.

5. No Regimental Document for transmission to the Regimental authorities, requires the signature of any other than the Officer preparing it; nor the counter-signature of any but the Regimental Officers in forwarding it, except when particularly ordered. Officers sign to the right in forwarding a paper; Staff Officers, to the left in examining; and any others counter-signing, between these two. Regimental, not brevet rank and Official designation, whether as Staff, Commanding Brigades, Battalions, Troops, Companies, or Detachments, with their numbers, is to be added to the signature of an Officer.

6. The prescribed form and *size of paper* (lithographed or printed forms may be used) and the channel, (XIV) laid down, are to be conformed to.

7. Adjutants will carefully examine all returns sent through their Office; they are responsible that Documents are sent at the proper time, and all inaccuracies, as far as practicable, corrected.

8. A list must accompany all papers sent together, and in this should be inserted all that ought to be made out, with the remark, "none," opposite such, as from circumstances, are not then required; (Casualty Rolls for instance :) but a blank form need not be sent. All papers are to be tied up before sealing the cover.

9. The Christian names (and Regimental Numbers) of Europeans to be inserted at full length in all Rolls.

R. O.
June 16, 1831.

R. O.
June 10, 1835.

PUNISHMENT.

SECTION XLIX.

1. Extra Drill for 3 days may be ordered for inattention on parade, or other neglect of duty, by any Officer, reporting the circumstance to the Captain of the Troop or Company, or Senior Officer, present. Non-Commissioned Officers, will report any neglect they may observe to the Officer Commanding the Company or on duty.

2. Three Extra Guards, or Extra Drill not exceeding 30 days, and Congee-house confinement to the extent of one week, may be awarded by Officers Commanding Brigades and Battalions and Detachments, they being Field Officers; and by other Officers holding these Commands when they happen to be the Senior at the Station. For more detail, Vide A. A. G. A. Circular 776.

R. O.
Mar. 12, 1825.
G. O. G. G.
March 1812.
A. A. G. A.
Circular 776.

3. Corporal Punishment may be inflicted by a Regimental Court Martial, to the extent of 100 lashes; solitary confinement, 20 days; imprisonment, 40 days; or solitary confinement and imprisonment, (ten days each) 20 days: fine of 8 pice per day for 30 days, (in addition to other punishment) for "drunkenness on duty," or for 6 months for habitual drunkenness, after a previous conviction of that crime.

Mutiny Act,
and Articles
of War 1841.
G. O. C. C.
Mar. 29, 1841.

4. When a Prisoner is sent to Congee-house, the Officer Commanding his Troop or Company will cause his Clothing to be collected, and such parts as may be necessary for his wear in confinement will be made over to the Congee-house Sergeant; this must be delivered to the Sergeant clean, and returned in a similar state when the man is discharged.

R. O.
Apr. 2, 1831.

5. If a man sent into confinement by sentence of a Court Martial, has no White Clothing, the Captain of the Troop or Company will certify the same, and the Congee-house Sergeant will provide such as may be necessary from a stock made up for that purpose: if sent by his Commanding Officer, the Captain Commanding his Troop, or Company will provide it at the prisoner's expense.

Feb. 22, 1829.

6. Prisoners confined any where by sentence of a Court Martial are to receive, daily, one pound of good bread, supplied by the Congee-house Sergeant, and a sufficiency of water. Prisoners confined by Commanding Officers, will receive the bread drawn in their daily rations from Commissariat; the remainder will go to the Prisoner's Mess, or his wife and family, if he have any; this does not refer to men in confinement previous to the investigation of their crimes:

G. O. G. G.
Apr. 22, 1829.
R. O.
Apr. 13, 1841.

Prisoners in confinement in the Guard, after sentence will be sent out to marching drills one hour morning and evening

7. The washing and shaving of all Prisoners confined in the Congee-House, will be executed during confinement by the Congee-House establishment, to be provided for this purpose by the Congee-house Sergeant; who will also provide the necessary water pots, &c.

8. The Congee-house Sergeant shall be allowed to charge for each Prisoner confined by a Court Martial, the daily sum of sonat annas 4; and for each Prisoner confined by a Commanding Officer, only the daily sum of sonat Annas one half for every day the Prisoner remains in confinement; the former to cover all the expense of feeding, washing, shaving, &c. &c., and the latter to cover the expense of washing and shaving only. These sums will be paid to him by the Officer in charge of the Troop or Company to which the prisoners respectively belong. In detached Troops and Companies the Staff Sergeant (or any other Non-Commissioned Officer the Commanding Officer may direct) will act as Congee-house Sergeant.

The Balance of a soldiers' pay confined by order of a Court Martial will be paid over to the School or other Regimental fund. G. O. G. G.
Oct. 7, 1840.

9. It will be the duty of the Congee-house Sergeant, minutely to inspect the interior of the cells every day, to see that they are clean and in good order, or to report any circumstance to the contrary to the Captain of the Week. He is also carefully to inspect the locks and keys, to see that they are good and correct; that the doors and windows are properly secured, and every thing about the cells in a proper state; and, in general, to report to the Captain of the Week any thing he may observe contrary to the Regulations of the cells, or which may tend to defeat the proposed object of confinement.

10. Whenever the Congee-house Sergeant visits the cells, he will make it known to the Officer on Guard, who will invariably send a Non-Commissioned Officer and a file of the Guard to accompany him; and he will report to the Officer on Guard, when he returns the keys, who will satisfy himself that the cells have been properly secured again before his own Non-Commissioned Officer.

11. The period of imprisonment is to be reckoned from the date on which the proceedings are signed by President, and if a Prisoner is sent to Hospital, the time passed there is to be counted as part of his punishment. G. O. C. C.
Feb. 1, 1830.
Aug. 1812.
Circular
J. A. G. G.

12. A man confined (in quarters) in a state of intoxication, is never to be brought forward for examination into his offence until 24 hours have elapsed; and Non-Commissioned Officers are forbidden to lend personal assistance in securing Prisoners. G. O. C. C.
Sept. 7, 1835.

13. A Quarterly Return of Punishments is to be made from each Brigade or Battalion in the Form No. 45 on the 1st January, 1st April, 1st July, 1st October, and to be appended to the report of promotions, ordered Section XLVII Par. 12.

14. Any man found in a state of intoxication and riotous in Barracks, or elsewhere, is invariably to be confined.

QUILTS.

SECTION L.

1. Quilts are to be drawn for every European Non-Commissioned Officer and Soldier of the Regiment, so that they may be issued on 1st October annually ; they are not allowed in arrears, nor is an Officer to receive more than are actually required for men present. Form 54.

Military Secretary letter
May 13, 1889.

2. Officers Commanding Troops and Companies, and in charge of Staff, will prepare Rolls, in the month of August, of men present entitled to Quilts, and other Rolls of men absent shewing where they are : those are to be forwarded to the Senior Regimental Officer, with an Indent on the Commissariat for men present : the Senior Regimental Officer will forward the Indents to the Station Staff, and Rolls of absentees to Commissariat Officer, who will inform him how it is proposed to supply them.

3. Quilts when received are to be surveyed and issued as early as possible ; and separate Acquittance Rolls will be forwarded as for pay, to the Adjutants of Brigades and Battalions for deposit in their Offices.

4. If any men remain unsupplied, Commanding Officers of Brigades and Battalions will take such steps through the local authorities as may appear best calculated to obtain them. If, after the 1st January, any remain unsupplied, a special report is to be made of the causes of delay, to the Commandant.

5. Officers in Command of drafts proceeding by water to the Upper Provinces, will indent on the Commissariat at Cawnpore for Quilts for the ensuing season, on 1st August.

N. B. Quilts are to be 7 feet 4 inches long, by 4 feet 4 inches broad, of double chintz containing 3 seers of cotton, and checquered in squares of 3 inches square.

RATIONS.

SECTION LI.

1. Rations are issued by Commissariat on Indents (Form 40) which are to be signed by Officers Commanding Troops, Companies, or Detachments; that for the latter will specify at the head from what Troop or Company, and Brigade or Battalion, the Detachment is furnished,

G. O. G. G. 2. European Soldiers are supplied daily, with 1lb. of Bread,
July 15, 1846. 1lb. of meat (including bone) 4 oz. of Rice, 1 oz. of Sugar, 1 oz.
G. O. G. G. of tea or Coffee, 3lbs. of Firewood, and one chittack of Salt.—If
Feb. 27, 1837. good bread is not procurable, 1 Seer of Rice is to be substituted
for it.

G. O. G. G. 3. When Extra Batta is authorized to any European part
Oct. 7, 1840. of the Regiment, every Soldier, not specially exempted from the
indulgence, will receive the above (or 3 annas and 4 pie in Com-
pensation) in addition to his regular ration.

4 If bad provisions are tendered, the Captain and Sub-
alterns on duty will form a Committee and make a written report
on the provisions to the Commanding Officer of the Battalion or
Detachment, who will forward it, (through the Senior Regimental
Officer,) to the Officer Commanding the Station.

5. Provisions are to be served out in presence of the Officer
of the day, or Adjutant, by the Quarter Master, or his Staff, and
the Company Orderlies.

6. The rations of a man in Congee-house by sentence of
Commanding Officers, will, with the exception of the bread,
which is to be given to the Prisoner, go to his Mess or, to his
wife and family, if he has any.

RECRUITS.**SECTION LII.**

1. Recruits for Golundauze and Gun Lascars are not to be under 5 feet 6 inches; and from 16 to 22 years of age, unless they have served previously; in which case they must be able-bodied No. 1800 A. men and in every way fit for the service. Recruits for Drivers A. G. Sept. 11, 1841. from 5 feet 5 inches to 5 feet 7 inches; and from 18 to 22 years of age.

2. No man is to be enlisted who has served before, unless he produce his discharge from his former Corps; the plea of having lost it is not to be admitted.

3. Boys (sons of soldiers) are never to be entertained without the sanction of the Commander-in-Chief, obtained on the recommendation of Commanding Officers, through the proper channel.

4. No man is to be entertained for the Native branches of the Regiment who is not of good caste. The good castes are easily ascertained from the Native Commissioned and Non-Commissioned Officers, who will not associate with men of the lower degraded castes. Men of this description are unfit for promotion, as being without authority, and are therefore, unfit for the service.

5. Gun Lascars and Golundauze should engage, generally, G. O. P. C. to go on board ship if required, and to serve in settlements beyond seas. In the 7th Battalion, this must invariably be done, and a clause to the effect that they will do so, entered in their oath of allegiance. Oct. 15, 1798.
Sep. 14, 1807,
Mar 25 1825,
A. G. 1138.
Sep. 10, 1833.

6. Recruits for the 6th Battalions will be entertained at Cawnpore. The Companies of the 7th Battalion stationed at and above Allahabad will recruit for themselves: at the Head Quarters at Dum Dum the remainder will be recruited. Outposts are to be completed from the Head Quarters of their Companies. For the remainder of the Regiment, Recruits will be entertained at the Head Quarters of their Troops and Companies, and be approved of by the Senior Regimental Officer present. Letter A. G. 1841.

7. All Native Recruits are to be sworn in, after they are dismissed from drill, and can comprehend the nature of the oath they are about to take. This is to be done in the presence of the Senior Officer of the Brigade or Battalion, and all the Native Officers of the same. G. O. G. G. Mar. 4, 1825.

Recruits who fail to make a satisfactory progress in the knowledge of their duties either from inattention or physical debilities during the first year, may be discharged by the Commanding Officers of Brigades and Battalions, without reference to the Commandant.

M. C. 8. European Recruits entertained in this country must en-
 June 9, 1795. gage to serve 5 years on a bounty of 50 Rupees; after the expira-
 G. O. C. C. tion of this term they are at liberty to renew their contract, if
 Oct 16, 1818. found fit. No European Recruit above 25 years of age, or under
 Apr. 7, 1788. 5ft. 7in. is to be enlisted in the country. Those received from
 A. G. J. Her Majesty's service are not to exceed this age, their time in
 No. 1800, A. that service will not count in entitling them to the higher rates
 Sept. 11, 1841. of pay in the Honorable Company's Service.
 Para. 18.
 G. O. G. G.
 Feb. 16, 1830.

9. When Recruits arrive from Europe, and a day is ap-
 pointed for their selection on being given over to the Corps, an
 Adjutant, with subaltern Officers and Non-Commissioned Officers,
 according to the strength of the Recruits, will be sent into Fort
 William to escort them to Dum Dum. This party will attend
 while the men are being examined, and the Adjutant will ascer-
 tain that all are present and convey them to Dum Dum in Keran-
 chies under orders from the Commandant; their baggage being
 escorted by a guard of Golundauze ordered in for that purpose.

10. On their arrival at Dum Dum, the Adjutant will report
 to the Assistant-Adjutant-General Artillery, who will take measures
 for their being provided with requisites that evening, and the
 next day will post or direct them to do duty with Brigades or
 Battalions, the Commanding Officers of which will allot them to
 Troops and Companies, and supply the Assistant-Adjutant-
 General Artillery with Nominal lists as soon as possible, and take
 immediate steps for indenting on the Clothing Agency for Bounty
 Clothing, both for those posted to, and those doing duty with,
 their Brigades and Battalions.

G. O. C. C. 11. No Recruit is to be put on duty until he has been six
 Feb. 27, 1792. months with the Regiment.

12. The Assistant-Adjutant-General will draw from the Town
 Major the pay, ship-money, &c. due to them on landing, and dis-
 tribute it to the Officers Commanding Brigades or Battalions, who
 will ascertain that Officers Commanding Troops and Companies
 lay it out in the necessary equipment of the recruit, and account
 for it to each man.

REMOVALS.

SECTION I.III.

1. Applications for removals from one Troop or Company of the Regiment, on frivolous pretences, are to be discouraged. Commanding Officers will, in all cases, satisfy themselves on the grounds of the application, ere granting, or forwarding it.

2. Commanding Officers of Brigades or Battalions may sanction removals of individuals in their Troops or Companies, when at the same Station; the Senior Regimental Officer may likewise in cases of emergency, sanction removals in the Troops or Companies, though of different Brigades or Battalions, at the same Station, and under his command; but in these cases the consent of the Senior Officers of the Brigades or Battalions at the Station must be annexed to the Extracts of Character.

3. All other applications for removals are to be forwarded to the Assistant-Adjutant-General Artillery between 1st May and 1st July annually, for the Commandants decision. These applications are to be accompanied by Extracts and Certificates of Character for at least 3 years, with full explanations, and to bear the Commanding Officer's assent to the removals at the foot.

R. O.
Oct. 31, 1832.

4. When removals take place for the convenience of the service, the men will join their new Troops or Companies with their standing; but when made at their own request, or for misconduct, they will join as Juniors of their ranks. This distinction is to be made on all occasions, in the order making the removal. Natives of the Artillery are only to be removed with their own consent: and in drafting them to complete other companies under these circumstances they must be of from 5 to 15 year's service.

A. G.'s
Letter No.
2334,
Dec. 16, 1840.
C. of Dirtrs.
Mar. 6, 1832.

5. Removals from the Company's to Her Majesty's Service are not permitted.

A. A. G.
No. 712.
July 23, 1832.

6. When a man is removed, he will be directed to join by the first opportunity, the sanction of the Commanding Officer of the Station having been obtained; if his detention is necessary, a report of it will be made to the Assistant-Adjutant-General Artillery, to whom (and to the Officer Commanding the Division) will his setting out be made known.

RECOMMENDATION ROLLS.

SECTION LIV.

R. O.
Nov. 4, 1829.

1. Two Rolls are to be forwarded quarterly, with the lists of punishments, on the 1st January, April, July, and October, from Head Quarters of Brigades and Battalions prepared in Form No. 46; one including Sergeants and Corporals, the other, Bombardiers and Gunners; containing not more than twelve names in both, of Non-Commissioned Officers and men who are recommended for Staff situations on account of their general good conduct and performance of duty and fitness for such situations. Gunners must have served five years.

2. Exception may be made under particular circumstances in favor of young men possessing claims to favorable notice, but these are to be made known to the Commandant by Letter, in which the fullest information is to be given. In general, however, the Commandant recommends that Regimental promotion be looked to as the first step to notice.

3. Men serving in Brigade and Battalion Staff situations, are not to be recommended for situations of a similar Class unless they specially request it nor for those of a higher nature until they have filled the Regimental appointment for a reasonable period and given satisfaction in it.

Memo.
No. 330.
Oct. 31, 1844.

4. Men appointed to such Regimental or other Staff situations, and men forfeiting their claim by misconduct will be left out in succeeding Rolls: a report of these latter is to be made, and a nominal Roll of all struck off during the Quarter will accompany.

5. If a man recommended in one Brigade or Battalion is transferred to another, his name, and the remark opposite to it, will be transferred to the Roll of the new Brigade or Battalion.

R. O.
Mar. 6, 1837.

6. Commanding Officers will make such rules as will ensure their being supplied at the proper time, with the requisite information from their Troops and Companies to enable them to prepare the rolls. The names of Officers recommending are to be put in the proper column, and also the date of first recommendation.

7. It will be understood that some detail of the character is to be given and not merely "good," men of good character may from education and habit be differently qualified either to be employed under the superintendence of others as in Magazines, and Native Corps, or to be employed in situations of detached trust as in the Commissariat or Barrack Department.

It is desirable that such terms should be adopted, as to guide in placing men in situations most congenial to their dispositions, as far as they are known, and it can be effected.

8. At the same time it is to be understood, that no promise can be supposed to exist of a particular line to the men, merely because it is entered in the Recommendation List, and to avoid therefore, as far as possible, any being nominated to situations, which they are disinclined to accept, explanation should be afforded in general terms. If a man refuse any situation to which *he is* appointed, his name will be discontinued from the List until all recommended at the same time have been disposed of.

9. A specimen of the hand-writing is to accompany the first recommendation of every man on the Roll, or who having been once recommended, and struck off, may be again recommended. But the characters and qualifications, will be entered in full in each succeeding Report, and not a mere reference given to previous ones.

10. Officers Commanding Brigades and Battalions, will be pleased to enter in the Quarterly Returns of men recommended for Staff situations, the date on which each man's name was first placed on the list; and it must be particularly noticed whether *he does, or does not, wish to be appointed to a Native Corps.*

R. O.
Mar. 6, 1837.

N. C. Officers recommended for the Warrant are to make out and sign their own Roll and Officers recommending them are to state whether they are acquainted with the simple rules of Arithmetic.

G. O. C. C.
Nov. 4, 1836.
and
Jan. 31, 1837.

RENEWAL OF CONTRACT, &c,

• SECTION LV.

G. O. C. C.
Mar. 28, 1788. 1. European Soldiers whose contract is about to expire, must give timely notice of their intention to renew ; as where the old is allowed to expire before notice is given, the new will commence from the time that application is made.

G. O. C. C.
July 25, 1788. 2. Renewal Rolls of time-expired-men are to be made out in Form No. 42, and sent through the regular channel to the Assistant-Adjutant-General Artillery, accompanied by a letter from the Officer, Commanding the Troop or Company, stating the man's character, and whether he is a skulker in hospital, or addicted to Liquor.

G. O. G. G.
Feb. 26, 1814. 3. No unlimited- service-man is entitled to a bounty after 12 year's service, unless his character is approved ; and having forfeited this bounty, he is not entitled, *as a right*, to the second, after 17 years, even if his conduct is good ; but every consideration will be shown to such men ; and no man having received the bounty at 12 years' service is entitled to a second, or his discharge at 17 years, unless his conduct still continues good.

A. A. G. A.
Mem. 189.
Oct. 23, 1841. 4. Commanding Officers of Brigades and Battalions may, refuse to forward Rolls of unlimited-service-men after 12 years, but their report of the circumstance to the Assistant-Adjutant-General Artillery must be accompanied by an extract of character for 3 years past : After 17 years the decision rests with the Commander-in-Chief alone, and the Rolls must be forwarded in Form, No. 44.*

G. O. C. C.
Oct. 14, 1814. 5. For unlimited-service-men claiming the Bounty, a Roll in Form No. 43,* is to be sent to the Assistant-Adjutant-General Artillery, accompanied by the letter (mentioned in para : 2) and an extract from the character book of the 3 previous years.

R. O.
July 12, 1823. 6. When a man declines to renew, a Roll (Form No.* 41.) and letter of character are still to be forwarded, omitting the columns marked in the Form ; but the man is to be distinctly informed that he will not be permitted to renew his contract after he quits his Troop or Company, and this is again to be explained to him before quitting the station, and to be mentioned in the letter reporting the occurrence.

A. G. Letter
June 8, 1822.

R. O.
July 8, 1844. * Form No. 41 to be used for men of limited Service whose time has expired and who decline renewing and also for men of 17 and 20 years who decline renewing.

Form No. 42 for limited-service-men and men after 20 and 23 years whose contract has expired and who wish to renew for 5 years.

Form No. 45 for unlimited-service-men after 12 years receiving for 5 years.

Form No. 44 for unlimited-service-men after 17 years who wish to renew for 5 years.

7. A man detached from his Troop or Company, will apply to renew in time, that application may be made for proper Rolls from the Troop or Company for the Surgeon's counter-signature, or if he does not renew, that he may be sent off in time to announce his determination.

8. The Rolls of men renewing, or declining to renew, their contract are to be despatched to the Assistant-Adjutant-General Artillery, on the date of the expiration of the contract. Rolls forwarded previously will be returned.

9. The names of men whose contracts expire at different times, are not to be included in the same Roll. The column of remarks in all Rolls after 17 years' service must exhibit the date on which all previous Bounties were granted or refused.

R. O.
May 21, 1836.

10. When Rolls of men applying for the Bounty, or declining to renew, are delayed, a letter of explanation must accompany, and if the Roll of a man after 12 years' is delayed 1½ years, the second Bounty cannot be claimed until the expiration of 5 years from the date of the Bounty being allowed, except in cases of unavoidable delay, which must be explained in the Rolls.

A. G. Letter
Apr. 5, 1832.

11. No man is to be struck off the Rolls as a time-expired-man, until his Roll has been received back from the Town Major; when a report will be made to the Commanding Officer of the station, in order that he may be sent to the Presidency by the first opportunity. Until he is sent away, he will continue to do duty with his former Troop or Company, and be returned on its Roll accordingly.

G. O. G. G.
Apr. 27, 1826.

12. The time passed in confinement in reference to Section XXXIII Mutiny Act, is to be noted in the column of Remarks in all Renewal and Bounty Rolls.

Mutiny Act.
Section,
XXXIII.
G. O. G. G.
May 5, 1841;
G. O. C. C.
May 8, 1841.
R. O.
May 12, 1841.

RIDING MASTER.

SECTION LVI.

1. The Riding Master is under the immediate orders of the Commanding Officer of the Brigade, and has control over the Riding School. He may select from the Troops of his Brigade, such horses as he deems most proper for the Lunge, and use his judgment in mounting the men on them. He will dismiss the Recruits and horses from Riding Drill under the Commanding Officer's orders.

2. The Rough-Riders and men on duty at the Lunges are under his control, and will obey his orders: he will be particularly careful that they use no passionate or harsh expressions to the Recruits in the School or Lunge, nor maltreat the young horses. Patient attention and kindness of manner with both horse and man, will be found most effective.

A. G.
Mar. 7, 1828.

3. Every Officer on joining the Horse Artillery will be placed in the Riding School, and the Riding Master, (if the Officer joins the Head Quarters) will see that he is taught to sit well and firmly, and to manage his horse adroitly: until this is attained no Officer will be allowed to fall in with Horse Artillery at Exercise,

A. G. Letter,
Mar. 7, 1828.

4. As every Officer on joining a Horse Artillery Brigade, is expected to furnish himself, with the least possible delay, with handsome, active horses, in every respect fit for the service, the same will be regularly trained by the Riding Master; for each of which he will receive one Gold Mohur, and for superintending the Officer's instructions in Riding, he is to receive three Gold Mohurs—Foot Artillery Officers going through a Riding School will pay a fee of one gold mohur on dismissal.

5. As the duties required from every Artillery Officer are such as to render a knowledge of Horsemanship essential, it is desirable that all young Officers avail themselves of the opportunity of being quartered with Horse Artillery, to attend their lunges. Every facility will be given by the Commanding Officer of the mounted portion for this purpose, but Officers having commenced, will continue their attendance with regularity, unless hindered by duty or sickness,—until dismissed.

SERVICE, FOREIGN.

SECTION LVII.

1. All detachments on Foreign Service will furnish the prescribed returns to the Head Quarters of their Brigades or Battalions, and to the Officer Commanding the Artillery with the force, who will prepare a general one and forward it to the Assistant-Adjutant-General Artillery, together with those received from the Troops and Companies, and Ordnance Department, under him.

2. All communications, for the Head Quarters of the Regiment from Detachments on Foreign Service, will be made through the senior Officer serving with it, who will exercise his judgment in forwarding or deciding on them, being guided by the general rules and customs of the Regiment, modified by local circumstances; reporting, however, most fully, for the Commandant's information, the circumstances of the case.

3. The Commandant desires that great care be bestowed on returns from portions of the Regiment on Foreign service, and that full explanations be given to all, which from circumstances, require explanation. These are to be added on a separate paper, if they cannot be embodied on the return itself.

4. When a Detachment is formed for Foreign Service, it is the first duty of the Officer who is to Command, to take the necessary measures to ascertain what men intend to leave behind Family Tickets, and to direct the necessary Rolls to be forwarded to the Superintendent or Pay Master, attending to the several General Orders enumerated in the margin.

G. O. G. G.
Mar. 25, 1808.

G. O. G. G.
Aug. 19, 1818.
G. O. C. C. 12,
March 1811.

5. Officers Commanding Detachments, Troops, or Companies beyond Seas, are never to make any alterations in the names of the men as set down in the Descriptive Rolls, except in cases of evident necessity; such alterations when necessary will be reported to the Adjutant of Brigade or Battalion, for the information of those concerned, and till an answer is received the new name is to be followed by the old one with the word "alias" between them.

SCHOOL.

SECTION LVIII.

1. The entire Control of the School is vested in the Senior Regimental Officer at the Station, who will regulate the hours of attendance according to local circumstances. Where both branches of the Regiment may happen to be Stationed and there is only one School, it is open to men of either branch.

2. Every man wishing to attend the School, is to apply through his own Captain to have his name entered on the School Books : the monthly payments will be deducted from him by his Commanding Officer and forwarded to the Head-master. Men are only to be entered on the 1st and 15th of the month, to save the trouble of calculation for broken periods. Men dismissed as perfect, or leaving at their own desire, will in like manner pay $\frac{1}{2}$ a month, if quitting on or before the 15th, and a whole month, if afterwards.

G. O. G. G. 3. The monthly payments are as follows, and will form a
Mar. 5, 1814. Fund for the purchase of Books, paper, pens and ink, slates, pencils, and in general such articles as are required in the school.

A Sergeant	each month	Rs. 1 „ 0
A Corporal	ditto	„ 1 „ 0
A Bombardier	ditto	„ 0 „ 12
A Gunner, Trumpeter and Bugler	} ditto	„ 0 „ 8
A $\frac{1}{2}$ Pay Trumpeter or Bugler	} ditto	„ 0 „ 6
A Child of Staff Serjt. of the Regiment or Pensioner	} ditto	„ 0 „ 8
A Ditto in receipt of Orphan allowance	} ditto	„ 0 „ 4

R. O.
Sept. 1841.

G. O. G. G. 4. The Head Master is to keep the accounts of the School,
Mar. 5, 1814. besides performing his especial duty as a Teacher, without any addition to his proper Salary, and will keep the undermentioned Books.

First. A Book in which is to be entered, all receipts and disbursements of the Public Money by way of Dr. and Cr.

Second. A Book in which is to be entered the weekly expenditure of paper, pens and ink, writing Books, slates and pencils : but as printed Books, slates and pencils, are for general use, they are not to be considered as expended, unless actually lost, destroyed or worn out.

Third. A Book in which is to be entered, the names of the scholars, specifying the dates of admission, and dismissal, what they have been taught, the extent of their progress, &c. as directed by the orders of the Commander-in-chief.

5. The Scholars are to be separated into classes according to their capacity and proficiency, and each Teacher is to have a general superintendence as well as a particular charge of his own class, whether of readers or writers.

6. Every Scholar on admission into the School, is to be provided with the use of proper Books, pens, ink, slate, and slate pencils, also with writing and cyphering Books, according to the Class he joins. In the two last-mentioned Books, his name is to be written, and they are only to be considered his own property when he is dismissed from the school as a proficient, but not otherwise. He is then to be allowed to carry away the writing and cyphering Book which may be in use, as well as all others which he may have written through, but he is not to carry away any other article belonging to the School.

7. The Scholars are allowed to attend School in their shirts or long Sleeved Banyans, and in long drawers and trowsers, but they are always to be cleanly dressed. Each man is to go to his seat as soon as he enters the school, and not to walk about the Room.

8. Every Scholar is to behave himself decorously, and give attention to his lessons, no one is to eat or bring into the School, fruit, or victuals; nor to smoke or chew tobacco; nor to drink any thing but water: all irregularities are to be reported to the Captain of the week.

9. The names of Scholars are to be called over at the hour appointed for attendance, and all absentees not accounted for (in a list to be daily forwarded by orderlies of Troops and Companies, to the Head Master) are to be reported to the Captain of the week whose duty it is to visit the School twice a week, at least.

10. Reports of the proficiency of each Scholar are to be made annually, to the Commanding Officer, by the Head Master; separate lists of the men of each Brigade or Battalion are to be given in, with a short remark opposite each man's name, which will be forwarded to their respective Commanding Officer; with such remarks as the Senior Officer has to make. Form No. 56.

11. The Accounts, of the School are to be made up every quarter, and submitted by the Head Master for the inspection of the Commanding Officer.

12. In order that there may be always a good understanding between the Head-Master and the Assistant, it is to be a rule, that no assistant absent himself from his duty in the school without first obtaining leave from the Head-Master; and no assistant Teacher to excuse a man from attending School without the previous sanction of the Head-Master.

13. The School-Sergeant of Brigades and Battalions will be appointed the Head-Master and first-Assistant, and are to move R. O. Oct. 30, 1841. with their Brigades or Battalions, unless under express order.

14. When vacancies for Head-Master or first Assistant, occur in any of the Regimental Schools, the Senior Regimental Officer at the Station of the School will select qualified persons to succeed thereto, reporting the names to the Assistant-Adjutant-General Artillery, that they may be posted as School-Sergeants to the proper Brigade or Battalion.

15. Such other Assistants as are allowed, will be selected from the men at the Station who are best qualified, but will move with their Troops or Companies, unless ordered to the contrary. The permanent appointments of Head-Masters and first-Assistants in the School, are to be filled up from these Assistants when they prove themselves deserving, and it is expected by this arrangement to afford the means of ascertaining the qualifications of such men as become candidates for advancement to these situations.

16. It is required that all men recommended to be appointed to, Situations in the Schools, shall be previously approved by the Clergymen where it can be done.

17. When the School Sergeants shall prove themselves unfit for their Situations, they will be removed, on a report being made to the Commandant, and will return to the Rank they held previous to appointment.

UNIFORM AND DRESS.

SECTION LIX.

HORSE ARTILLERY.

DRESS.

Regulation Jacket of Blue with Scarlet Cuffs and Collar edged all round with cloth the colour of the facings, Prussian Collar 3 inches deep, ornamented with an edging of narrow French braid and a border of small Russia figuring, pointed Cuffs 4 inches deep at the point, ornamented with French braid to correspond with the Collar. The Jacket, Single-breasted to fasten with hooks, to have three rows of round buttons, to be trimmed with flat gold lace set on in waving lines, and leaving a small interval between every double row of lace extending the full length across the breast and about 3 inches at the bottom, Pockets, Backseams and bottom of Jacket to correspond with the Collar.

Dark blue Trowsers with two stripes of gold lace, three quarters of an inch wide up each side seam; leaving a slight space between them.

Boots.—Ankle Boots.

Spurs.—Fixed brass spur, with 2 inches and a quarter necks, including rowels.

Head Dress.—Cocked Hat as now worn.

Helmet.—As in Undress.

Sabre.—The regulation steel mounted Sword, half basket hilt with two fluted bars on outside, black fish skin grips, bound with gold wire, the blade very little curved, 35½ inches long, and 1½ inch wide, with a round back terminating within 1½ inches of the point.

Scabbard.—Regulation steel Scabbard, with large shoe at the bottom, solid bands and rings, Trumpet formed mouth.

Sword knot.—Crimson and gold Sword knot with bullion tassel.

Girdle.—Girdle of crimson and gold 3 inches wide, to be only worn in Full dress and at mounted exercise.

Waist belt.—Waist belt of gold lace 1½ inch wide, with ½ inch Silk stripe of the colour of the facings up the centre, red morocco edging and lining fastening in front with a sphinx ornament having two large and one smaller gilt rings, through which hang three slings of inch silk and gold veluse lace, with buckles and straps by which the sabre tache is suspended and two gold veluse

and silk slings of $1\frac{1}{4}$ inch wide lace for the rings of the scabbard, with a silk stripe in the centre the colour of the facings and lining and edging; to be worn only in full dress and at mounted exercise.

Sabre Tache.—The Sabre Tache of blue cloth 13 inches deep, 8 inches wide at top and 10 at bottom, edged round with 2 inch lace leaving a blue edge, in the centre the letters H. A., embroidered with a scroll below them bearing the regimental badges.

Pouch Belt.—The Pouch Belt of gold lace 2 $\frac{1}{2}$ inches wide, with half inch silk stripe, the color of the facings, lining and edging to correspond with the waist belt, buckle, tip and slide attached to the pouch box with gilt buckles and rings.

Pouch Box.—Pouch Box of black leather, with a gilt embroidered edging round the top, gilt flap 7 $\frac{1}{2}$ inches wide, and 2 $\frac{1}{2}$ deep, engraved round the edges having H. A. plated raised in the centre, on each side gilt staple ornaments on the rings of the Belt.

Stock.—Black silk.

Gloves.—White Leather Gloves.

UNDRESS.

Jacket.—Dark hule rounded shell Jacket agreeably to a Sketch approved of by the Commander-in-Chief, and lodged in the Staff-Office of the Horse Artillery.

Shoulder Straps.—Pair of scaled gilt Shoulder Straps, solid crescent, without bullion.

Trowsers.—Dark blue Trowsers with two, scarlet stripes, each $\frac{3}{4}$ inch wide on the outward seam leaving a light between them.

Boot and spurs.—Boots and Spurs the same as dress.

Head Dress.—Roman Helmet, with glazed skull and peak, and a red horse-hair mane, gilt scales, leopard skin Turban; fastening with gilt chains.

Sabre and Scabbard.—The same as dress.

Sword knot.—Of brown leather.

Waist Belt.—Of brown leather fastening in front, as in full dress.

Sabre Tache.—Of plain black patent Leather.

Pouch belt.—Plain buff.

Pouch.—Black leather.

Foraging Cap.—Of dark blue cloth, welts and plaits scarlet, gold band, oakleaf pattern, $1\frac{1}{2}$ inch wide with gilt button at top, black patent leather Peak edged with gold braid.

Great Coat.—Dark blue to fasten with braided loops and stand-up Collar.

Cloak.—Cloak, dark blue.

HORSE APPOINTMENTS.

Saddlery.—Hussar Saddle complete, crupper and breast plate of brown leather, ornamented with leather rosettes. Hussar bridle with plain curb bit, ornamented head stall, plain field collar to correspond with crupper and breast plate.

Dress Shabraque.—Dress Shabraque of dark blue cloth, 3 feet 10 inches in length, 3 feet 4 inches in width across the centre, 5 feet across the front, 3 feet 6 inches across the rear, the corners rounded with figured lace 2 inches wide and lined with serge, the four corners of the Shabraque embroidered with the letters H. A.

Undress Shabraque.—Undress Shabraque, of plain blue cloth of the same dimensions, and edged with black lace.

MEMORANDUM.

1. The Dress Belt and pouch are to be worn at all reviews, levees and balls, and upon all occasions of particular ceremony.

2. The Dress Jacket with the appropriate parts of Dress before mentioned to be worn at Reviews, duties of honor, dress parades, Balls, Levees, and all occasions of public ceremony.

3. White Trowsers are sanctioned instead of cloth, in the hot weather, but the periods of this indulgence are to be fixed by the Officer Commanding the corps, when not prescribed by higher authority.

4. A Waistcoat of Cloth, the color of the facings of the corps, with a small edging of lace half an inch broad, and in the hot season, a white waistcoat is also permitted to be worn with the undress Jacket, when off parade, but on all occasions, the Dress Jacket is to be closed. For hot weather the undress Jacket may be made of the lightest suitable materials, as dark blue camlet, of silk, but exactly resembling the Cloth Jacket.

5. Officers Commanding Brigades who may desire more detailed directions or an explanation of any part of these Regulations are to apply to the Adjutant General through the Officer Commanding the Horse Artillery.

FOOT ARTILLERY.

FULL DRESS.

Coatee.—Of blue Cloth narrow double breasted buttoning over to ten Regimental buttons placed at equal distances; the distance between the two rows of buttons to be exactly 3 inches, all the way down from the centre of the buttons.

Prussian Collar of Blue Cloth with a scarlet patch in front embroidered in gold oak leaves and acorns, measuring from the front edge to the full extent of the embroidery $6\frac{1}{2}$ inches, slashed skirt and sleeve; and plain scarlet cuffs $2\frac{1}{2}$ inches deep, the flaps embroidered to correspond with the collar, those on the sleeve to be $4\frac{1}{2}$ inches long, those on the skirt 8 inches long. The front and flaps edged with scarlet and the turnbacks of the skirt to be of scarlet kerseymer: the skirts lined with scarlet silk: the body with blue silk: skirt ornament 3 Guns surrounded by laurel leaves embroidered in pearl and spangles on scarlet cloth; Buttons gilt, half dome with three Guns raised in the centre, enclosed by a garter and the motto "Bengal Artillery."

Epaulettes.—Gold of the prescribed pattern according to rank. Epaulettes of a colonel are distinguished by a crown and star on the strap: of a Lieutenant Colonel Commandant by two stars, of a Lieutenant Colonel, by a crown, and of a Major by a star.

Chakos.—Height of the crown $6\frac{1}{2}$ inches covered with patent leather on the top, which is turned over the sides $\frac{1}{2}$ of an inch all round. The diameter of the top is to be $11\frac{1}{2}$ inches with a patent leather band round the bottom one inch wide. Peak projecting $3\frac{1}{2}$ inches. The feather of white hackle, fixed in front with a gilt grenade rising altogether 14 inches, from the top of the Cap of which the grenade is $2\frac{1}{2}$ inches. Scales to be fixed at the sides where the peak ends by a round gilt button about $1\frac{1}{2}$ inches in diameter, having a grenade in the centre surrounded by a raised round edge. Two strengthening pieces covered with patent leather are sewed up each side, one end of each terminating under the button of the scale, the other end joining the turn over of the top diverging about $4\frac{1}{2}$ inches from each other where they join. Chin Straps fixed inside, scales up and strap down under the Chin. Field Officers to wear a gold cord encircling the cap twice, suspended on the right side with slides and acorn cords.

Cap Plate.—A radiated star of eight points $5\frac{1}{2}$ inches from point to point on opposite sides, having 3 guns in silver in the middle of the plate $2\frac{1}{2}$ inches high and the breadth of each $1\frac{1}{2}$ inches, enclosed in laurel leaves gilt.

Feather.—A White hackle feather 10 inches long, bent backwards over the cap and fixed in gilt grenade shaped socket.

Trowsers.—White linen; or blue with gold lace on each seam, according to the season, made quite loose.

Sabre.—King's new Regimental Regulation Sword with half basket hilt.

Scabbard.—Black leather with gilt mountings; steel scabbard for mounted Officers; Brass for Field Officers.

Sword knot.—Crimson and gold striped with bullion tassel.

Stock.—Black silk, buckled behind, no collar appearing over it.

Gloves.—White leather.

DRESS.

Coatee,	} As in full dress.
Epaulette,	
Cap,	
Feather,	
Sword,	
Scabbard,	
Sword Knot,	
Crowat,	
Gloves,	

Sword Belt.—White Buffalo leather 3 inches wide with slings worn over the Coatee and across the body over the right shoulders. Field Officers and Regimental staff to wear waist belt and slings: vide R. O. 18th January 1836.

Breast-plate.—Gilt 4 × 3 Inches. A Gun in the centre with the superscription "Bengal Artillery" on a curved scroll surrounded by a Laurel wreath: surmounted by an Imperial Crown: on a scroll below the word "UNIQUE" the whole in frosted silver.

The 2d Co. 6th Battalion bears in addition a "Mural Crown" superscribed with the word "Jellalabad" in frosted silver.

Sash.—Of crimson silk patent net with fringe ends, to go twice round and tie on the left side.

Slings.—As in use with the Royal Artillery.

Trowsers.—Dark blue made loose, straight cut, with a stripe of gold lace 1½ inches broad down the outside, and fastened under the back with a cloth strap 1½ inches wide, in the hot weather white linen Trowsers made exactly in the same manner (but without lace) to be worn.

Boots.—Ankle Boots. The mounted Officers to wear straight necked brass spurs, the necks two inches long, including rowles.

A. G.'s letter
No. 245.
Oct. 15, 1833.
and R. O. 23,
Oct. 1830.

UNDRESS.

Undress Jacket or Raggie.—Blue, edged with scarlet, with scarlet collar and pointed cuffs, single-breasted and fastened in front with hooks and eyes, and row of gilt studs down the collar and breast; on the shoulder scales of the pattern laid down in General Orders whil Jacket in hot season.

A G.'s No 3, **Trowsers.**—As in dress, with a stripe of scarlet cloth $1\frac{1}{2}$ inches broad, down outside instead of lace.
H. and R. O.
Jan. 20, 1844.

Boots.
Stock.
Gloves. } As in dress.

Waist Belt.—Black Patent leather, Waist Belt $1\frac{1}{2}$ inches broad, slings 1 inch broad, fastening with an oblong clasp in front devoid of ornament beyond the usual rings and buckles.

Cap.—In morning or evening rides, when paying visits not of ceremony, and on occasions not connected with parades or duty, a forage cap, similar to that authorized for the Officers of the Horse Artillery, may be worn.

Great Coat.—Of blue cloth, single breasted, plain with Prussian collar, and 10 Regimental buttons regular down the front at equal distances: with scales on the shoulders, as worn with Raggee.

Cloak.—Blue, lined with scarlet shalloon, walking length, clasp ornaments and ball buttons may be worn whenever a cloak is required, and of no other pattern.

R. O.
Oct. 11, 1839. **Sword Knot.**—Brown leather similar to that worn by the Horse Artillery.

MEDICAL STAFF.

Coat.—Single breasted, with 12 buttons at equal distances down the front, in all other respects precisely similar to those of other Officers without Epaulettes.

Hat.—Cocked, with black silk button and loop, without any feather, to be worn on all occasions of dress, or full dress.

Waist Belt.—Of black leather, of a pattern similar to that of the Officers for all occasions, and to be worn under the coat.

Appointments and other articles, of Dress, the same as those worn by the other Officers, except the sash, which is not to be worn in undress, and on all occasions not connected with parade or ceremony the Regimental Forage Cap may be worn.

Horse.—Furniture for Mounted Officers.

Saddle.—Plain Cavalry Saddle with Holsters, the Cantle mounted with Brass and the Holsters covered with patent leather.

Saddle Cloth.—Of blue cloth 2 feet 10 inches in length, and 1 foot 10 inches in depth, with gold lace $\frac{1}{4}$ of an inch wide, and scarlet edging. The depth to be measured from the withers towards the tail, and the length from the corner hanging over one flank or shoulder to the extremity of the other.

Bridle.—Of brown leather bent branch bit, with brass bosses, front and bosses to correspond in color with the facings of the Regiment.

Collar.—White.

4. Dress, clothing and appointments of every description as laid down for Foot Artillery is invariably to be worn in all evening parties of ceremony, whether at the Mess, or elsewhere, or any other occasion where it may be desired to appear with shoes, but on no occasions are boots to be worn with the other parts of dress uniform.

5. The full parade dress is to be worn on every occasion of public duty at stations or Camps, and on all dress parades and in general on occasions of ceremony when boots are worn. The undress is to be worn on all private Regimental or Battalion parades or duties, for common attendance at the Mess; on the line of march, or any duty of fatigue, or of recreation.

6. The Frock Great Coat may be worn instead of the Shell Jacket, on any occasion when it may be convenient to the parties, excepting on parades and duties on which it will never be worn unless notified generally to the whole Battalion or Detachment.

7. The foraging Cap may be worn in like manner with the undress.

8. No alteration in the breadth or quantity of lace, or in articles of dress or appointments which have now been prescribed, or in the ornaments which may now be in use, shall take place unless by special authority. Where further information is required regarding particular parts of the Dress or appointments, a reference is to be made to the Adjutant General of the Army through the Commandant.

9. Iron or brass heels or nails on Officers' boots are prohibited, being dangerous in magazines and laboratories.

10. The following list contains the clothing and necessities for European Artillerymen in cantonments and on service, and when any deficiency is discovered they will be put under stop pages to the amount required to replace the articles.

Horse.				Foot.			
Service Cantonment.				Service Cantonment.			
1	1	Helmet,	Cap and feather or tuft,	1	1		
1	1	Jacket,	Coatee	1	1		
1	1	Leather Breeches,					
1	1	Overalls,	Overalls	1	1		
1	1	Gloves,	Great Coat	1	1		
1	1	Cloak,					

	Horse.		Foot.
	Service Cantonment.		Service Cantonment.
	1 1 Long boots and spurs		1 1
	1 1 Quilt,		1 1
	1 1 Fatigue Jacket,		1 1
• 2 of dyed Cotton.	2 6 Shirts,		2 6
	2 6 Pantaloon, "		3 6
	2 2 Boots,		2 2
	1 1 Forage cap,		1 1
	3 6 Socks,		3 6
	2 2 Braces,		2 2
	2 2 Towels,		2 2
	1 1 Stocks and clasp,		1 1
	— Great coat straps,		1 1
	2 2 Flannel banians,		2 2
	6 6 White Jackets,		6 6
	2 2 " Cover for Forage Cap,		2 2
	2 2 " " Dress Cap,		2 2
	1 1 Black " " "		1 1
	1 1 Hair Brush, clothes brush and comb,		1 1
	1 1 Canteen,		1 1
	1 1 Water proof Havresack cover,		1 1
	" " Kitt cover,		1 1
	1 Box 25 × 15 × 15 inches,		1

When detached with guns a portion of an Artillery man's kitt can be placed in the kitt cover and strapped on the lid of the amm. boxes, at other times, on the camels, his great coat being carried on his shoulder.

On all public occasions Officers and Men are to appear in Full Dress uniform. On common duties or parades (unless otherwise ordered) they will appear in undress. No Soldier is to visit an Officer's quarters but when dressed in uniform and with side arms fixed in the belt, and accompanied by a Non-Commissioned Officer, and no European is to appear at a distance from his Barracks or Lines without being dressed in the same manner with exception to side arms, which, in his recreative walks, he is not to wear.

R. O.
Oct. 21, 1832.
E. G.
Oct. 35, 1833.

No man is to dispose of his surplus clothing without permission in writing from the Commanding Officer of his Troop or Company. The name of the man is to be marked at full length on each article of his kit; if this order is not attended to, and any of the articles are stolen, no notice will be taken of the theft.

The Native Officers of the native Battalions are permitted to wear a Blue Undress Jacket and Black waist belt similar to those authorized for the European Officers, if they all agree to provide themselves with them.

STANDING ORDERS

FOR THE

REGIMENT OF ARTILLERY,

REVISED IN THE OFFICE OF THE

ASSISTANT ADJUTANT GENERAL OF ARTILLERY.



PUBLISHED UNDER THE ORDERS

OF THE

COMMANDANT,

BY AUTHORITY

OF

His Excellency

THE

COMMANDER-IN-CHIEF.

EVERY OFFICER, ON FIRST JOINING, WILL MAKE HIMSELF WELL ACQUAINTED WITH THE STANDING ORDERS, AND USE HIS UTMOST ENDEAVOURS TO QUALIFY HIMSELF FOR HIS SITUATION, PROVIDING HIMSELF, AS SOON AS PRACTICABLE, WITH A COPY OF THESE ORDERS, EITHER PRINTED OR WRITTEN.

VIDE SEC. XL. PAR. 5.

2^d EDITION CORRECTED BY A. A. G. A. TO AUGUST, 1845.

Calcutta!

SAMUEL SMITH AND CO.—NO. 1, HARE STREET.

1845.

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STANDING

Orders and Regulations

FOR THE

REGIMENT OF ARTILLERY



ACQUITTANCE ROLLS OF PAY.

SECTION I.

1. EVERY Officer Commanding a Troop or Company, or in charge of effective Staff or detached parties, will prepare, on each issue of Pay, Acquittance Rolls agreeable to Form No. 1. M. C.
Aug. 26, 1796.
2. With detachments, separate Rolls will be made out for the details of each Troop or Company and forwarded, by the Officer disbursing the Pay, to the Officers Commanding the Troops and Companies to which the men respectively belong.
3. In the Rolls of Troops and Companies, and their detachments, the name of every man, present or absent, will be included; those not paid, not drawn for, &c., being accounted for in the remarks.

ACQUITTANCE ROLLS OF PAY.

4. Columns will be ruled in the copies of muster Rolls, entered in Troop or Company Books, to serve as records of the Acquittances of the men. In these columns (see Section 38 and Form 31) the payment made will be marked opposite each man's name, those of men absent being inserted on receipt of their Acquittance Rolls from the Officers in charge of detached details; the name of the Officer paying them being also noted.

5. Officers Commanding Troops and Companies will be held responsible that all their men have been paid, and will consider it their duty to report to the Senior Officer of the Brigade or Battalion at the Station, any neglect in the payment, or in the transmission of the Acquittance Rolls of men absent, and he will take the necessary steps to see the omission rectified.

6.* The Rolls received from detached details are to be tacked to the original Troop or Company Rolls, and the whole forwarded to the Officer Commanding the Brigade or Battalion to which they belong; who, being satisfied that all the men have been paid, will, as soon as all those of one month are collected, forward them to the Office of the Assistant Adjutant General of Artillery for deposit.

7. On foreign service, the Acquittance Rolls of all Troops and Companies will be forwarded to the Senior Regimental Officer with the force, who, having ascertained, that they are correct and complete, will send them to the Assistant Adjutant General of Artillery, by whom their receipt will be announced to the proper Brigades or Battalions; but the Acquittance Rolls of all detachments not belonging to any Troop or Company with the force, will be forwarded by the Senior Regimental Officer to the proper Troop or Company.

8. Officers Commanding Brigades and Battalions will, at the foot of their monthly returns, notice the dates to which Acquittance Rolls have been received in their Adjutant's Offices.

M. C.
Aug. 22, 1796.

9. The Native Battalions of Artillery being stationary, the Acquittance Rolls will be retained in the Adjutant's Office of the respective Battalions.

R. O.
Nov. 14, 1842.

* Duplicate Acquittance Rolls discontinued. Remark to be appended to Monthly Return shewing for what month Acquittance Rolls have been signed.

ADJUTANT & QUARTER-MASTER & INTERPRETER.**SECTION II.**

1. Are the Staff Officers of Brigades, Battalions, and Divisions, and must make themselves perfectly acquainted with the Standing Orders of the Regiment, especially on the points particularly connected with their duties; they must pay strict attention to their duties themselves, and thus set a good example to all.

2. The Adjutant of a Brigade, Battalion, or Division, is the ordinary channel for communicating all orders from the Commanding Officer to the Troops under his Command. As Adjutant, he will prepare all returns and papers for the Commanding Officer, wait on him daily, or whenever directed, to receive his orders, and report all occurrences connected with the discipline of his Command. It is also the Adjutant's duty to submit all General, or other Orders, relating to any subject under consideration.

3. The Adjutant will attend every parade, and form it as soon as the Sergeant Major has collected the reports from the Orderlies or Staff Sergeants of Troops or Companies. When formed, he will give it over to the Senior Officer present, (if not so himself) and take post.

4. He will inspect every detachment ordered to march, and deliver it over to the Officer appointed to Command. He will be responsible that all men going on duty are properly dressed, arms and accoutrements in good order, and ammunition with them when so ordered. He will attend all parades, drills, &c., of his own Brigade, Battalion, or Division; and if Adjutant of a Division, carry on the duties, as far as practicable, as if the component parts belonged to one Battalion.

5. When Brigades, Battalions, or detachments, each having an Adjutant, are stationed together, the duties of each will be conducted separately. The Senior Adjutant will conduct those of the whole collectively under the orders of the Officer Commanding the Division; but this is not to interfere with his exercising a power of selection.

6. The Adjutant will attend all Courts Martial; summon all evidences on part of prosecution and defence; warn the prisoner of his approaching trial; read to him the crime with which he is charged; lay it before the Court; and act as prosecutor.

7. As Quarter Master, he is to be attentive to the cleanliness of the Lines and Barracks, and to observe that his Establishment performs its duties properly: he will have charge of all Camp Equipage, Clothing, Ammunition, and Public Stores, belonging to the Brigade, Battalion, or Division: he will superintend the daily issue of rations, to the European Troops, and have charge of the Battalion Bazar under the Commanding Officer.

8. In Camp, he will precede the line, when ordered, mark out encampment, and preserve regularity in the lines. All orders regarding such matters issued through him are to be implicitly obeyed.

9. Indents for Cattle, Stores, Ammunition, &c., are to be prepared by him, and he will attend all Surveys on such, and furnish the reports.

G. O. C. C.
Jan. 21, 1820.

10. The Quarter Master's Establishments of Horse and Foot Artillery, are to be kept distinct under the Senior Officer of each Branch, and drawn for by him or the Quarter Master of each, when such Staff is allowed. When Head Quarters of Brigades and Battalions are together, the Establishments remain distinct. All Staff and Establishments, for general purposes, are to be under charge of the Division Staff or Commanding Officer.

11. In the Native Battalions, the duties of Interpreter are combined with those of Quarter Master; but the services of the Interpreter are available for every part of the Regiment at the same Station, when the duties of his own Battalion do not clash therewith. Applications for the Interpreter's attendance will be made, or papers for his translation will be sent, to his immediate Commanding Officer; but in cases of doubt, to the Senior Regimental Officer. At Dum-Dum he is the Regimental Interpreter available for Regimental and Station purposes.

1. Arms and Accoutrements, except Breastplates, are supplied from Magazines on Indents, and consist of Musquet, Bayonet and Scabbard ; Sword and Scabbard ; Pouch ; Pouch, Sword and Bayonet Belts ; Sling and Girdle ; Pistols, Prickers, Brushes, and Suspenders ; and Breastplates :—

Buff Accoutrements are to last—10 years.

Officers Commanding Troops and Companies, who cannot satisfactorily account for any condemned within these periods, are liable to be charged with the expense of renewing them.

2. When any become unserviceable on service, or by accident, they are to be submitted to a Committee of Survey at once, if the case is emergent; if not, they are to be reserved for the next annual Committee. Whenever Arms or Accoutrements with a detachment are condemned, a copy of the Survey Report is to be forwarded to the Head Quarters of the Troop or Company to which it belongs.

3. When any are lost, or become unserviceable by accident, a full explanation of the circumstances is to be furnished to the Military Board; and from detachments, to the Head Quarters of their Troop or Company.

4. Any lost or destroyed by the carelessness of men, are to be paid for by them according to established rates. Officers Commanding Troops and Companies are to furnish the Pay Master with a statement of any stoppages to be made on this account, and a copy of his receipt, with a duplicate of the list, is to accompany the Indent for others to re-place them, as a voucher to the Military Board to pass the Indent and strike them off their books.

5. To ensure the Arms and Accoutrements being kept in a proper state, by the Officers in Command of Troops and Companies, and actually receiving the Government contract allowance for that purpose, Officers Commanding Brigades and Battalions will cause them to be inspected once a week, at which time all borne on the Returns, whether in use or not, are to be produced.

6. Arms and Accoutrements are to be classed in Troop and Company Books, by the date of their receipt from Magazines. Arms, when received, are marked with two last figures of the year; repaired Arms having an R. in addition, to distinguish them from new.

7. Each man's Arms are to be marked with a letter of the alphabet denoting the Troop or Company of the Brigade or Battalion, and the number of the Brigade or Battalion under it, with

the Soldier's number in Troop or Company following, thus : $\frac{1}{4}$ 4 ; denotes number 4 of the A. Company, 1st Brigade or Battalion.

8. Men are to take care of the Arms issued to them and keep them in proper order : in Quarters, the Arms of Europeans are to be ranged in the Arm-Racks in the Barracks when the Troops are not under Arms, and those of Natives in the Bells of Arms. In Camp in the Arm-Racks fitted to the Tents. No Arms are to be removed from these places, but for public purposes.

9. Barrels are never to be taken off the stocks, nor are the locks to be taken to pieces, except by proper Artificers ; nor are either to be rubbed with any hard substance.

G. O. C. C.
May 4, 1818.
G. O. C. C.
June 12, 1827.

10. When the barrels of Fire Arms require to be browned, the circumstance is to be reported to the Commanding Officer of the station, who will give the necessary orders for their being sent to the nearest Magazine. The locks are not to be browned, but to be rubbed bright.

G. O. C. C.
Mar. 8, 1813.

11. Foot Artillery Companies proceeding on service, details with out-post Guns, and temporary detachments, will receive Swords in lieu of Musquets. Companies stationed at a distance from Magazines, are to keep a sufficient number of Swords and Belts in store ; those in the vicinity of Magazines will not draw them until actually required ; but Commanding Officers will, from time to time, ascertain that a sufficient supply is in store, and if not, they will bring the subject to notice.

12. When Swords are issued to a Company, or two-thirds of it, the Musquets will be packed in Arm Chests and given "in deposit" to the Commissary or other Ordnance Officer, taking his receipt ; and on the return of the detachment, they will again be drawn out, and the receipt cancelled, the Swords being returned into store. The Ordnance Officer will be responsible that Arms so placed "in deposit" are properly cared for. When a smaller portion of a Company is detached, the Musquets will be deposited in the Regimental Store Room. When a detachment does not return to the same station, but draws fresh Arms from another Magazine, a report is to be made to the Ordnance Officer that he may bring the Arms "in deposit" on his books for general purposes. All stores should be submitted to a Committee of Survey previous to being sent into a Magazine.

13. Arm Chests (containing twenty stand of Arms) are supplied, at the public expense, to receive the Arms left "in deposit." Accoutrements are also to be packed in these chests, but never along with Fire Arms ;—Swords and Sword Belts, when in store, may be kept in them. These chests always to be included in the half-yearly Returns. Two are to be retained with each Troop or Company, to contain the Surplus Arms and those of men in Hospital.

G. O. C. C.
Jan. 18, 1837.

14. Half yearly Returns (Form No. 2) of the Arms, Accoutrements, Camp Equipage, Quarter Master's Stores and Ammunition, with every Brigade or Battalion, Troop or Company, are to

ARMS AND ACCOUTREMENTS.

be forwarded to the Secretary of the Military Board, on the 1st May and 1st November, by the Quarter Master, and Officers Commanding Troops or Companies, through the Brigade or Battalion Head-Quarters.

15. In these Returns every Article of public property, received and issued, is to be duly accounted for; the receipts of the parties to whom stores are delivered being annexed as vouchers.

16. Copies of these returns from Troops and Companies are to be forwarded to the Quarter Masters of the Brigade or Battalion, and also, all Survey Reports on stores in use, for record,—except on foreign service, when they will be sent to the Senior Regimental Officer serving with the force, who will forward them to their destination.

17. All Arms and Accoutrements are to be indented for by Officers in charge of Troops and European Companies. Indents to be countersigned by Commanding Officers of Brigades and Battalions when at Head-Quarters. In the Native Battalions, the Quarter Master indents for the Arms and Accoutrements of all the Companies present—for detached Companies Commanding Officers indent. All Arms and Accoutrements required for men detached from the Head Quarters of Troops and Companies, are to be supplied by the Officers in charge, from the spare in store, or if none spare by indenting for others, on receiving the report of deficiency and copy of Survey Report.

18. Whenever it is considered necessary to renew the Breast-plates of a Battalion, the Officer Commanding will cause a Committee of Officers to report on their condition; the Survey Reports invariably to contain the dates on which they may have been made up and served out.

Circular
No. 480.
Oct. 21, 1831.

G. O. C. C.
Dec. 31, 1833.

19. Applications for permission to make up new Breast-plates, accompanied by copies of the Survey Reports on those in wear, and by an estimate for the new ones, framed by the Quarter-Master, are to be forwarded to Army Head-Quarters in the manner prescribed for transmission of applications to provide Caps and Great Coats.

Circular
No. 33.
Mar. 22, 1832.

20. The estimate will specify the number required and the shape proposed, the cost of each and the total amount of expense to be incurred. When the new Breast-plates shall have been surveyed and issued, the old are to be sold, if originally supplied by the state, and the proceeds credited to Government.

21. When new Breast-plates shall have been furnished to a Battalion subsequently to this regulation, no change in the pattern or material is to be made, without the sanction of the Commander-in-chief.

22. In all applications to make up Breast-plates, when any change in the pattern or material is proposed, the nature of the change with the additional expense that it will occasion, is to be clearly stated.

BAND.

SECTION IV.

1. Soldiers of the Regiment wishing to serve in the Band under an engagement of not less than five years, will apply, in the regular channel, to the Assistant Adjutant General, in order to their being appointed to it, if found fit, after a trial of two months, by the Officer in charge of the Band. The Officer in charge of the Band may also recommend men for it when brought to his notice as qualified.

R. O.
Dec. 4, 1828.

2. Soldiers entering the Band from the Regiment are distinctly to understand, that they give up all claim to promotion in their Troop or Company, and all claim of right to return to the Regiment before the engagement, they may enter into with the Band, shall cease; but in order that they may not be deprived of their fair share of advancement, the Band is to consist of 4 Sergeants, 4 Corporals, 4 Bombardiers and 39 Gunners.

R. O.
Mar-21, 1844.

3. Promotion in the Band will be regulated by the Officer in charge, and will be made at his recommendation by the Commandant. When his recommendation is received, due notification will be given to the Brigade or Battalion to which the men are to stand posted, and they will be appointed to the first vacancy in the rank by a Brigade or Battalion order a copy of which will be supplied to the Officer in charge of the Band. Until this order is received, the man is only to be appointed in the Band, to act in the advanced rank.

4. The pay and other allowances of the men serving in the Band will be drawn by the Officer in charge of the Band, and disbursed by him on regular acquittances, to be entered in a book, to be kept in his charge; but to be accessible at all times to the Commandant and Regimental Committee.

5. When any soldier wishes to leave the Band at the expiration of his engagement, he will signify the same to the Officer in charge, who will hand up the name to the Assistant Adjutant General; but if any man wishes to leave it previous to the expiration of his engagement, it is to be distinctly expressed that the consent of the Officer in charge is given thereto, as no man has the right to leave the Band at his own option after having once entered it.

6. Any man convicted of misconduct in the Band, will be re-manded to the ranks at the recommendation of the Officer in charge; and it is to be understood that inattention to the duties of the Band will be equally punished by Court Martial, with inattention to any other duty, and will subject the individual to be re-manded, on the representation of the Officer in charge, satisfying the Commandant of the necessity.

BAND.

7. No man who is remanded from the Band, is to rejoin his Troop or Company with the rank attained in it, unless especially declared in Regimental Orders; but when a man has served out his engagement in the Band, his claim to retain his rank will be duly considered on the recommendation of the Officer in charge.

8. If the Regimental Committee wish to obtain boys from the Orphan School for the Band, they may be taken on condition they shall serve in it on trial for two months, before they are finally enrolled in the Regiment; and if found unfit during that time, that they may be returned to the School. To be enrolled after his trial, he must engage to serve on Gunners' pay in the Band, on the same terms as to discharge, as Drummers in the Regiment, and will have no claim of right to be placed in the ranks. These boys may, however, be allowed to join as Drummers, to fill vacancies, (should they wish it,) with the consent and recommendation of the Officer in charge of the Band, and are to be liable to be removed from the Band to the ranks as Drummers for misconduct or inattention the same as other men.

9. * When Musicians offer themselves to be enlisted they will be expected to serve on trial a sufficient time (not exceeding two months,) to satisfy the Officer in charge that they are fit for the situation, after which they must enter into a regular contract to serve in the *Band only* for a specified period. They will on this be enrolled by the Assistant Adjutant General, and sworn in as regular Soldiers; but are not to be considered to have any claim of right to join the ranks, although this may be allowed in particular cases as an indulgence on the recommendation of the Officer in charge. If a man so enlisted wishes to leave the Band, it must be by discharge only; and if his engagement is not complete, by providing a substitute properly qualified to fill his place.

10. Every man who joins the Band from the Regiment is to take his clothing in wear with him, and on being supplied with the Band clothing that in wear will become the property of the Band, to be appropriated to the adjustment of broken periods of clothing to men who may be remanded. Men of the Band, discharged the service, are not to take away the clothing in wear, which is to be appropriated to those who replace them, according to the General Order on this head.

11. Estates of men dying in the Band to be settled by the Officer in charge, in the same manner as directed for Officers Commanding Troops and Companies; and when finally adjusted, a copy of all Documents to be sent to the Officer Commanding the Company to which the deceased belonged, who having recorded the same in the Books, will forward them to Adjutants of Battalions.

SAVINGS BANK.

SECTION V.

1. The return of the exact sum deposited in " Government Savings Bank," with interest due thereon, is guaranteed by the Supreme Government.

2. No sum less than one Company's Rupee can be deposited, and this may be done by any man requesting the Officer Commanding his Troop or Company, to make a monthly deduction from his pay. The Officer Commanding will forward a list, monthly, with his Abstract, of sums to be deducted and lodged on account of men of his Troop or Company. .

3. Five per cent. per annum interest is allowed on the deposit, calculating from the 1st day of the month succeeding its deposit, to the last day of the month preceding its withdrawal.

4. Deposits, when amounting to 500 rupees, will be transferred to the Government 5 per cent. loan, unless other orders regarding them are given by the Depositor.

A more full account of this Institution will be found in Pay and Audit Regulations, pages 41, 42, 43 and 44.

BARRACKS OR LINES.**SECTION VI.**

1. The whole of the Barracks and public Buildings occupied by Europeans, are to be swept every morning by the Quarter Master's Establishment.

2. The Barracks are to be washed once a week, except during the rains, and at that season, only when the weather is fair: on these mornings there will be no parades, except guard mounting, unless specially ordered. All boxes and furniture are to be taken out before the washing commences.

3. Every Soldier in Barracks will be allowed one box 25×15×15 inches—a second if married and a third for every three children. Keeping animals in or near, or defacing the walls of the Barracks, is strictly forbidden. No private lights are allowed in the Barracks after gun-fire, except by special permission.

4. The Officer on duty will inspect the Barracks during his tour, and report any irregularity he may observe.

5. No European Soldier is, to be absent from his Barracks or Lines, or visit the Lines of another Corps, without written leave from his Commanding Officer, countersigned by the Adjutant, and registered by the Sergeant Major, or Sergeant acting as such, previous to his quitting the Barracks. The leave-pass is to be shown to the Sergeant Major on his return, who will be held responsible that it is not exceeded.

6. No European Soldier is to pass through the Native Lines of any portion of the Regiment, unless regimentally dressed; and he is not to remain there. He will be careful not to approach the choolahs or cooking places, or otherwise offend the prejudices, of the Native soldiery; and all guards will apprehend European Soldiers offending against this order, or who may appear in the Native Lines drunk or riotous.

7. The Streets of the Native Lines are to be kept clear and open; free from animals and filth. No jhaumps or chaupers are to be allowed to encroach on the streets.

8. Beating of tom-toms, and all processions, assemblies and feasts are forbidden in the Lines, without express permission; and all gambling is positively prohibited. The Native Officer on duty in particular, and all Native Officers and Non-commissioned Officers in general, are to see that these orders are not broken through.

BOOKS, &c.

SECTION VII.

1. Every Adjutant and Quarter Master of a Brigade or Battalion, will keep the following Books, which will be considered as belonging to the Brigade or Battalion, and are to be delivered over to the Officer who may relieve him, a receipt countersigned by the Commanding Officer being taken and forwarded to the Assistant Adjutant General of Artillery.

No. 1. Book for Morning Reports.

2. Copies of Monthly Returns.

3. Letters.

4. General Orders or printed General Orders bound together.

* Litho-
graphed co-
pies of these
are furnished.

5. * Regimental and Battalion or Brigade Orders.

6. Miscellaneous Record.

7. Defaulters; vide G. O. C. C. 8th July 1840 and R. C. 21st July 1840.

8. Register of Artillery-men, description at one end and Casualty Rolls and account of Estates at the other.

9. Register of Gun Lascars, ditto.

10. Ditto of Syces and Grass-cutters, ditto.

11. Ditto of Drivers, ditto.

12. Ditto of Horses at one end, and Annual Casualty Rolls at the other.

13. Ditto of Courts Martial.

The Registers of Syces and Grass-cutters, and Horses, and Drivers are to be kept distinct, (for the convenience of transfer.) with each Field Battery. The Registers of Native Artillery-men are to contain a list of the nearest of kin to each man, to be entered just before the Casualty List.

G. O. G. G.
Oct. 28, 1835.

As Quarter Master he will keep :—

1 Book for Indents and Half Yearly Returns.

1 Ditto Clothing Accounts, Receipts and Issues.

A Division Adjutant will keep the first six mentioned Books.

2. On the relief of Officers Commanding Brigades, Battalions, and Divisions, the Books in possession of Division Staff are to be given over to the relieving Officer, who will report to the Assistant Adjutant General of Artillery whether they are complete or not; and when the command devolves upon an Officer not at Head Quarters, this report will be made by the Senior Officer at Head Quarters, through such Officer.

3. The Interpreter and Quarter Master of a Native Battalion will keep :—

- 1 Book for Muster Rolls, &c
- 1 ditto, Indents and half yearly Returns.
- 1 ditto, Clothing Account and Receipts.
- 1 ditto, Translation of Orders, Urzees, &c.

4. Every Officer Commanding a European Troop or Company will keep:—

No. 1. Book for Muster Rolls, Pay Abstract and Pay Acquittance Rolls in monthly succession.

2. Monthly Returns, Renewals of Contract, and for Orphan Rolls at the other end.

3. Registry of Men, with Casualty Roll and Statement of Effects, at the other end.

4. Half Yearly Returns of Arms and Accoutrements, and Indents for Stores at the other end.

5. Clothing Statements and Receipts, and for Issues of Clothing and half Mounting.

6. Practice Reports.

7. Character ditto.

8. Morning ditto.

9. Miscellaneous Records and Public Letters.

10. Station and General Orders.

11. Regimental and other Orders.

12. Entry of men drawing good conduct Pay.

13. Muster Roll of Gun Lascars.

14. Register of ditto on one side, and Register of next-of-kin and Casualty Roll and Statement of Effects on the other.

And when a Field Battery is attached with Horses, Bullocks or Camels.

15. Book for Registry of Cattle.

16. Syces and Grass-cutters.

17. Drivers or Sowars.

5. Each Soldier will be provided with an account Book, in which his monthly pay, with every item of deduction, will be entered, and the account will be signed by the Officer Commanding the Troop or Company or Detachment, monthly.

6. Every Officer Commanding a Native Troop or Company will keep :—

No. 1. Book for Muster Rolls, Pay Abstract and Pay Acquittance Rolls.

2. Monthly Returns and Returns of Arms and Accoutrements.

3. Registry of Men, Casualty Rolls and Statement of Effects at the other end.

4. Clothing Statements and Receipts, issues of Clothing at the other end.

R. O.
Sept. 10, 1835. 5. Miscellaneous Records, and Order Books, and Registers, when Field Batteries are attached, the same as in European Companies.

Pay Statements will be attached to Abstracts.

R. O.
Mar. 21, 1835. 7. Officers Commanding Brigades and Battalions will inspect the Books of their Staff, and Troop or Company Officers at Head Quarters once a quarter, and Senior Officers of Brigades and Battalions at Stations, will inspect those of detached Troops and Companies, and report having done so to their Commanding Officers. At these inspections. Field Battery Tables, Laboratory Courses, Pay Regulations, Orphan Society Rules, Printed Regimental Standing Orders Gun Drill, and all public Books, are to be produced. Inspecting Officers will notice the circumstance, if the Books are not brought up. They will affix their signature to the last paper in each Book.

Letter
A. A. G. A.
No. 1184.
Nov. 21, 1827. 8. When an Officer, in actual command or charge of a Troop or Company leaves it, his successor will examine and see that the Books are complete in number, regularly brought up, and countersigned. If satisfied that all are correct, he will sign a detailed receipt, which will be forwarded by the relieved Officer, to the Head Quarters of his Brigade or Battalion for deposit; a copy being entered in the Book after the last Muster Roll, vide section 45 par. 5 and 6.

9. Every Officer Commanding a Detachment, not the Head Quarters of a Troop or Company will keep up :—

No. 1. Book for Muster Rolls, Pay Abstracts, Acquittance Rolls, Monthly Returns, Returns of Ordnance and Ordnance Stores, and any other Public Documents.

2. Division, Station, Regimental, and other Artillery Orders.

3. Letters and other Miscellaneous Records.

4. Character Rolls, Crimes, Punishments, &c. Copies of all papers despatched will be entered in the proper book.

10. When relieved in the Command of a Detachment, an Officer will prepare a list of Books, which will be examined and signed by the relieving Officer, (as laid down for a Company.) A copy is to be entered in the Books, and the original to be forwarded to the Officer Commanding the Division whence the Detachment is furnished.

11. These Books are never to be removed, except when the whole Detachment moves; when a part is ordered away, the Officer Commanding it is to make extracts of whatever he thinks may be useful for his guidance.

12. On the march on service of any portion of the Regiment, the Books actually in use are to be carried with it; the others may be left behind, but must be carefully disposed of.

13. If Books accumulate with a Troop or Company so as to be inconvenient to carry about, they may be sent, by order of Commanding Officer of the Brigade or Battalion, to the Adjutant's Office, or be directed by him to be destroyed; but in no case is this permission to be extended to such Records as can possibly be required to establish any of the men's claims.

14. Bibles and Prayer Books having been served out to all who can read, they are to be produced at the weekly inspection of necessities. Commanding Officers of Troops and Companies will report to their Adjutants on 1st May and 1st December annually, the names of such as are deficient of them with the necessary explanation. After the receipt of the Reports Commanding Officers of Brigades and Battalions will, on 1st January and 1st June, forward Indents, to the Assistant Adjutant General of Artillery, for the whole which are deficient, specifying distinctly the number in each Troop or Company. The Rolls and explanations are to accompany the Indents.

G. O. G. G.
Dec. 7, 1827.

BULLOCKS.

SECTION VIII.

- G. O. G. G.
Dec 23, 1829.
- G. O. G. G.
Mar. 16, 1821.
R. O. P.
- R. O.
Nov. 15, 1837.
1. The Senior Foot Artillery Officer at a station, will hold a general controul over all the Ordnance Bullocks, attached to transport Trains, Field Batteries and Post Guns; he will prevent their being over worked, or kept too fat, and he will be responsible for their condition and feeding. The immediate control of the Field Battery Bullocks (except at Dum-Dum, where it rests with the Commandant) is vested in the Officer Commanding the Company to which the Field Battery is attached.
 2. The Transport Train Cattle are under the immediate charge of the executive Commissariat Officer, and no interference is to take place with their employment by him, unless they are overworked — all cases of difference of opinion to be referred to the Officer Commanding the station.
 3. The number of Cattle attached to Divisions, is to be noticed in remarks on the back of the Monthly Return, and a Monthly Report of their condition is to be made to the Commandant, by the Senior Foot Artillery Officer.
 4. Each Bullock will receive from the Commissariat, daily, two seers of Gram and seven seers of dry Fodder, in Cantonments, when bringing in Fodder; when halting on Service for more than one day, or when marching without carriages. When marching with carriages and for the usual resting days, the Gram is to be increased to three seers. Four chittacks of Salt monthly, divided into daily portions, is to be given to each Bullock, and Musala four times a month.
 5. The Senior Foot Artillery Officer may order one extra seer of Gram, and Boosa at discretion, to any Bullock, which, from personal inspection, he is satisfied requires it to bring him into good working condition, and will give a certificate of such, or of extra Musala being furnished, as also of Oil expended, on the line of march, given to fatigued Bullocks as a drink; and in general, of any extra Articles given by his order, or by order of a Commanding Officer of a station at his requisition.
 6. The Driver will receive the Gram and Fodder of each pair of Bullocks in his charge and serve it out to them. A Subaltern Officer of Artillery will, if practicable, attend the feeding, and see their allowance placed before them. The Bullock Sergeant will also attend with the Sirdar Drivers, and when no Officer is present, the Bullock Sergeant will superintend.
 7. When the food is of bad quality, the Officer or Non-commissioned Officer superintending the feeding, will report the circumstance to the Commanding Officer of Foot Artillery, who will bring it to the notice of the Commissariat, and have it exchanged.

8. Each Bullock will be provided, by the Commissariat, with one jool and one head-rope; and each pair, with one Curry Comb and one hand rubber; also a piece of taut not less than three feet square, to feed from; and each detail for two guns will be furnished with one picket rope to tie them to in Camp. These are to be taken care of by the drivers of the Bullocks, respectively, and the Sirdars of details will be held responsible for their being properly preserved, and will have to account for their loss, or careless destruction.

9. The Officer on duty will make a weekly inspection of the foregoing articles, when he will notice such as may appear unserviceable, in order to their being condemned by a Committee of Survey, and replaced by the Commissariat.

10. A Bullock, when sick, is to be given over to the Commissariat Agent, who will provide medicines, &c.

11. When there is good grass, the Bullocks may be grazed for a few hours daily, but no diminution is, in consequence to be made in their allowance. The jools are never to be kept on the Bullocks when in trace, or during the day in stalls, from 1st March to 1st December, except for a few hours in the middle of the day, when the wind is very high. When not in use, the jools are to be hung upon the pegs, and when marching, they will be carried by the Commissariat.

12. The Bullocks are to be picketted outside their sheds, morning and evening for at least an hour, when the weather permits, where they will be curry-combed and receive their gram. In the hot-weather they may be picketted outside, all night; they will be watered at 9 A. M. and 5 P. M. in the hot weather, and at noon in the cold, and be washed once a week, and practiced in swimming when water is in the vicinity of the sheds.

13. Whenever Bullocks are deemed unfit for Artillery purposes, though not worn out, application is to be made to the Commissariat, who will change them; but when unserviceable, they are to be brought before a committee, and if condemned, will be branded with the letter R in presence of the Senior Officer of Foot Artillery and delivered over to the Commissariat. For this purpose, a marking iron, 3 inches long by 2 inches wide, will be kept at each station and post, and repaired by the Train Establishment, (where there is one,) or by Commissariat.

14. Deficiencies from casting or other causes at outposts, are to be reported to the Head-Quarters of the Artillery Division, from whence others will be detached unless there are extra cattle with the Commissariat on the spot, in which case they will be replaced and a report made. All deficiencies in Ordnance Bullocks are replaced by the Commissariat.

15. The Bullock-Sergeants, with Light Field Battery Bullocks, are to move with their Companies, and their places to be filled up from the relieving Company.

CANTEEN.

SECTION IX.

G. O. G. G. 1. The Canteen Fund is to be managed by a quarterly committee of a Captain and two Subalterns of not less than 5 years standing (when practicable) who will superintend the affairs of the Canteen, and make up the accounts quarterly, and submit them to the Commanding Officer of the Brigade, Battalion, or Division, accordingly as there may be one or more Canteens at the station.
Mar. 5, 1835.

G. O. G. G. 2. In appropriating these Funds, the following objects are to be principally attended to; Commanding Officers allotting the Funds to all or any of them as they may think most beneficial.
Mar. 5, 1835.

No. 1. The Regimental School.

2. The Soldiers' Library.

3. The improvement in additional cleanliness and comfort to the Soldiers' Messes.

4. Providing objects of amusement, and exercise.

5. A Fund for widows and orphans.

6. A Fund for old and disabled Soldiers when receiving their discharge from the Regiment.

7. In aid of the women and children on their removal from one station to another.

3. Copies of the instructions issued, with a statement of the accounts for the half year will be forwarded for deposit in the Assistant Adjutant General's Office. These reports to have the inner margin blank for binding.

4. Should any special objects for the appropriation of the Funds suggest themselves, or should any proposed appropriation be considered more of a General Regimental nature than of local importance, the case may be referred to the Commandant and the Funds reserved for his orders.

5. The Canteen rules are fully laid down in G. O. G. G. 5th March 1835, cancelling all previous orders.

6. Men may attend the Canteen in the same dress as laid down for Messing and School.

7. At the Head-Quarters of a Brigade or Battalion where one or two Troops or Companies are present, the following establishment is sanctioned.

Two Troops or Companies. Monthly Salary.	One Troop or Company. Monthly Salary.
30 Canteen Sergeants 20	
10 Assistants 7	
15 3 Native Writers, 2, 10	
4 Bheesties 4	
4 Sweepers 4	
<hr/> 63	<hr/> 45

8. The following books of accounts are to be kept.

- No. 1. "The Canteen daily expenditure book."
 2. "The liquor monthly account book."
 3. "The Canteen Fund account book."
 4. "Periodical and other return book."
 5. "Proceedings of Canteen Committees."

9. Numbers 1 and 2 may be kept in the form found most convenient, but the forms laid down for 3, 4 and 5 are to be strictly adhered to throughout the Regiment.

CASUALTIES.**SECTION X.**

1. Casualties of men by death, desertion, dismissal, or otherwise, in any detachment will be reported by its Commanding Officer, to the Officer Commanding the Artillery, in the Station or Camp where the Troop or Company furnishing the detachment is serving. On the receipt of such report, the Commanding Officer of Artillery, with the sanction of the Officer Commanding the Station, will order men from that Troop or Company to fill up the vacancies in the detachment, if on service or permanently stationed. The above report will be communicated to the Officer Commanding Troop or Company through the Commanding Officer of the Brigade or Battalion.

2. Casualties of Officers, European and Native, are to be reported immediately by Senior Regtl. Officer, to the Adjutant-General, and to Head-Quarters of the Regiment, also to the Officer Commanding the Artillery Division in which the Officer was serving, and to the Head-Quarters of his Brigade or Battalion. Reports of Casualties will also be made, from Head-Quarters of Brigades and Battalions, to the Adjutant-General of the Army, and to the Assistant Adjutant General of Artillery.

G. O. C. C.
Nov. 9, 1809. 3. The Commissions of Native Officers dismissed the Service, are to accompany the report of the same being carried into effect, which will be sent to the Assistant-Adjutant-General Artillery. Other reports are also to be made as prescribed above except to the Adjutant-General of the Army, which the Commandant will make.

4. Casualties beyond seas are to be reported to the Senior Regimental Officers with the force, who will communicate them to the Assistant-Adjutant-General Artillery, and the Head-Quarters of the Brigade or Battalion to which the Casualties belonged.

G. O. C. C.
Oct. 22, 1811. 5. Every man, received on, or struck off, the Roll, so as to affect its numerical strength will be considered a Casualty in the Troop or Company, Brigade or Battalion. A man exchanged from one portion of a Brigade or Battalion to another, although a Casualty in the Troop or Company, will not be one in the Brigade or Battalion.

6. A Casualty Roll is to accompany the monthly returns, both to Army and Regimental Head-Quarters, of each Troop or Company, in which will be entered all the Casualties of the past month; giving a full detail, in the column for remarks, of the cause, date, and place, of occurrence. In the case of native invalids, whether disabled by wounds, age, or long service; and whether European Invalids sent to Europe are recommended for a pension or not.

7. Commanding Officers of Brigades and Battalions, will forward with their monthly returns, Casualty Lists of Europeans and Natives, prepared from the Company ones, to the * Adjutant-General of the Army, and to the Assistant-Adjutant-General Artillery; vide Forms No. 6 and 7, and G. O. C. C. 16th October 1833 and 8th May 1834. When no Casualty has occurred during the month, a memo, to that effect will be sent with the Returns.

G. O. C. C.
Feb: 9, 1838.
R. O.
Feb. 25, 1838.

8. An Annual Casualty Roll of Europeans will accompany the Long Rolls from Brigades and Battalions, prepared in the same form; and in the column for remarks accounting for every Casualty, and, specifying the dates of occurrence, and whether discharged men have been disabled by wounds or are superannuated, and, whether they are recommended for pension. Men obtaining their discharge in the Field, sent to an Insane Hospital, or transported as convicts, are to be struck off from their Brigades or Battalions without waiting for a Regimental Order, and the circumstance is to be noted in the next Casualty Roll.

G. O. G. G.
Nov. 24, 1821.

G. O. G. G.
Mar. 15, 1827.

Numerical Abstracts of Syces and Grasscutters are substituted.

AG.No. 1844.
Sept. 7, 1844.

CERTIFICATES.**SECTION XI.**

1. On the transfer of any Soldier from a Troop or Company, the Commanding Officer of it will prepare a certificate of his Pay and Batta; noticing at the bottom any arrears which have been drawn but not received; one of Clothing, or Compensation for it; and, if an European, the Compensation for Half-Mounting and Quilt last issued to him, with any remarks which may appear necessary. These certificates are to be invariably prepared on separate quarter-sheets of foolscap paper, one-half to be doubled down to protect the written side; words, and *not* figures, are to be used in all Certificates, except to express dates.

A Memo. of all certificates furnished is to be entered in the record books.

2. These Certificates are to be made out in duplicate. One will be given to the Soldier, if he proceeds alone, or to the person in charge of the party; and the other will be forwarded, by dāk to the Officer under whose charge the Soldier will finally be.

3. The Certificates sent by dāk, or given to a European Commissioned Officer, may include all men of the same Troop, Company or Department, but those delivered to the parties themselves are not to include more than one man each.

4. No Officer is to receive charge of men without the necessary Certificates. If they do not arrive with the men, he is to report the circumstance to the Commanding Officer of Artillery on the spot, who will make the necessary application.

5. To Detachments sent on Command the necessary pay-certificates are to be furnished, and Officers despatching and receiving Detachments, will follow the rule laid down for men when removed from one Company to another.

6. The Certificates are to be signed by the Officer granting them, and countersigned by the Adjutant of the Brigade, Battalion, or Division when at Head-Quarters.

CHARACTERS OF MEN.**SECTION XII.**

1. Officers Commanding Troops and Companies are to keep Character Books, in which the joining, crimes, punishments, promotions, reductions, or other occurrences, (with their dates,) affecting the character of their men, are to be entered. Men's names are to be entered alphabetically, and an alphabetical ledger-Index is to be attached to this book. All entries in it are to be made in the Officer's own hand-writing and it is, on no account, to be left in the charge of Pay-Sergeants or Havildars,*

R. O.
July 23, 1836.

R. O.
Feb. 24, 1836.

R. O.
Oct. 9, 1838.

2. Written characters are never to be granted to men of the Regiment without the countersignature of the Senior Battalion or Brigade Officer.

3. When removed from one Troop or Company to another, an extract from the Character Book, including at least three years back, (in case the soldier has been so long in the Regiment) is to be sent with every European Soldier to the Officer Commanding his new Battalion, Brigade, Troop or Company, and should he have been guilty of any aggravated crime or series of misconduct, anterior to the period, the circumstance should be stated in the extract, or a full copy given to enable his new Commanding Officer to judge of his character. A memorandum of the time passed in confinement, which is to be deducted from his service, under XXXiii Section of the Mutiny Act, is to be inserted in the above-mentioned extract of character.

4. When any Native Soldier is promoted to the rank of Havildar, a full copy of his character-roll is to be forwarded to the Adjutant of his Battalion.

5. Character-Rolls of Native Officers and Havildars are to be kept with each Brigade or Battalion in the same form; and copies of them will be forwarded to the Assistant-Adjutant-General of Artillery when Lascars attain the rank of Havildars, and Colundauze that of the Soobahdar.

6. On all occasions of transfer, copies of Native Officer's and Havildar's Character-Rolls are to be sent to the new Brigade or Battalion.

7. Any occurrence affecting the character of a man whose name has been handed up, is to be duly reported: and Officers Commanding Detachments, European or Native, are to bear this in mind, and make the report to Officers Commanding Brigades or Battalions who will cause the same to be registered in the records.

* In no case is an entry to be made in the defaulters book, until the Officer whose duty it is to make the entry shall have investigated into the circumstances of the offence in the presence of the accused. G. O. C. C.
Jan. 6, 1844.

CLOTHING REGULATIONS.

SECTION XIII.

1. The Clothing for the Artillery, both Horse and Foot, above Allahabad, is prepared by the Agent of the 1st Division Army-Clothing at Futtighur, and for that below Allahabad, by the Agent of the 2nd Division in Fort William.

G. O. C. C.
May 12, 1840. 2. Officers Commanding Troops or Companies or in charge of non-Effective Staff, will prepare Nominal-Rolls, in which all men borne on their strength are to be classed according to the sizes of the clothing required, with an abstract at the bottom shewing the numbers included in the different sizes, and forward them to their Quarter-Masters so as to reach before the 1st February annually.

G. O. C. C.
Mar. 29, 1842.
& Mar. 3, 1845. 3. Officers Commanding Brigades and Battalions, and in charge of Departments, will from the foregoing Rolls, prepare statements in triplicate, (see form No.* 10) of the Clothing which will probably be required on the 1st of January following, for the men under their command; forwarding one to the proper agent direct, one to the Secretary of the Clothing Board, and one to the Assistant-Adjutant-General, of Artillery in all the 1st week of February in each year.

4. When complete Troops or Companies of any Brigade or Battalion, whose Head-Quarters are in one circle of Agency, are stationed within the other circle, separate statements will be sent to the Agents for the parts within their respective circles; but the whole will be included in the statements for the Secretary to the Clothing-Board, and Assistant-Adjutant-General Artillery, remarking what has been sent to each Agent.

5. These statements are only to include the European Soldiers who are actually borne on the strength of a Brigade or Battalion when sent in; but to include the full established complement of Natives, (whether complete at the time or not) also any Natives who may be then in excess to the established complement. These Rolls are to be considered as closed on the muster taken in February; and men subsequently transferred are to be included in the statement of their former Troop or Company, and no change is to be made in them in consequence of any transfer of men after that date, who are to be provided for by Commanding Officers, causing statements of all Casualties in their Brigade or Battalion to be made up to 1st September of each year, shewing the number struck off and received, and in cases of transfer, noticing also the Brigades or Battalions from and to which transfers, have been made, and the size, or class, to which the transfers belonged.

6. These statements are to be prepared in triplicate and forwarded by Brigades and Battalions by the 5th September AT LATEST, one to the Agent direct, one to the Secretary of the Clothing-Board, and one to the Assistant-Adjutant-General Artillery.

7. On the foregoing Statements, Commanding Officers of Brigades and Battalions will request the Agent to make the issues to the several Troops and Companies according to their altered strength, and they will afterwards cause the result of these arrangements to be made known to the Officers Commanding their Troops or Companies. But it must be understood that no arrangement of the above nature can be attended to by the Agent which reaches him after the 1st November, except in cases of unforeseen emergency.

8. The foregoing arrangements are equally applicable to the Clothing of European Recruits, who, on first landing from Europe, will have their Bounty Clothing drawn for in the Battalion or Detachment at Dum-Dum to which they are appointed, or with which they may be ordered to do duty.

9. When Supernumerary Natives have been included in Estimates sent to Agents, and the number becomes reduced by Casualties, Commanding Officers of Troops and Companies to which they belonged will report the same, as the Casualties occur, to the Quarter Master of the Brigade or Battalion, that intimation may, at the proper period, be forwarded to the Agent by the Commanding Officer.

10. When any part of a Brigade or Battalion has been estimated for in one circle of Clothing, and afterwards by relief, or otherwise, becomes removed into another circle, the Commanding Officer will acquaint the Agent to whom the estimate was sent who will arrange for its supply by the Agent of the circle to which it is removed, or take such other measures as may appear most advisable. The Commanding Officer will report the arrangement made to the Assistant-Adjutant-General Artillery.

11. The whole of the Clothing for the Regiment (excepting the Battalion and Detachments at Dum-Dum) will be packed up at the Agency Godowns and under instructions from Commanding Officers of Brigades and Battalions despatched by the Agent to Commanding Officers of Troops and Companies, to whom the Agent will report the despatch as soon as it takes place. A list of the contents of each bale is to be put into it, and a Duplicate Copy of the same forwarded to the Officers to whom the Clothing is consigned, immediately after its despatch.

12. When Clothing reaches its destination, all the Bales will be opened in presence of a Regimental Committee (if procurable) and the Clothing as invoiced will be brought on the Books of the Troops and Companies for which it is intended, entry being made when any thereof may be deficient or condemned.

13. When the Agent despatches the Clothing, he will forward a packing account to the Officer Commanding the Artillery at the station to which it is destined, shewing the contents of each Bale, and he will communicate the same to the Officer Commanding the Troop or Company, who will report to his own Commanding Officer any difference between this and the quantity ordered for it.

G. O. C. C.
Mar. 5, 1828.

14. In all cases where the contents of a Bale have been found damaged or unserviceable by a Regimental Committee, it is necessary to apply for a station Committee on the bad Clothing, a copy of whose report will be forwarded to the Brigade or Battalion Quarter Master. But Officers are held responsible that Clothing is not rejected on insufficient grounds, or for slight imperfections that may be remedied on the spot.

G. O. C. C.
Sept. 29, 1835.

15. The state of the Clothing and accuracy of the invoices having been ascertained, it will either be immediately served out, or retained in store (according as it may have been received before or subsequent to 1st January, or the period when it became due) under the following arrangement. Each Troop or Company will furnish the Senior Regimental Officer with three Rolls: viz. 1st, one of men borne on its own returns and Muster-Rolls, actually present at the station, and who are entitled to receive Clothing as having been, or being likely to be, on the Muster Rolls of some Troop or Company of the Regiment on the 1st January, when the Clothing falls due; but not to include any men of other Troops or Companies, who may be doing duty. At the foot of this Roll is to be annexed in a distinct list, the names of men who are present as above, but who are not entitled to receive Clothing, giving opposite to each man's name, the reason why he is not entitled:—2d, One of men absent, whether in Acting Staff Situations, on Command, or on leave, &c. &c. who are entitled as above to receive Clothing and who are actually borne on the Troop or Company, Muster-Roll or returns, and at the foot of this will be annexed a similar list of those absent, but who are not entitled: So that these two foregoing Rolls may account for the complete strength of each Troop or Company: 3rd, One of men doing duty from other Troops or Companies, shewing those who are entitled, and to what Troops or Companies they belong; so that the three Rolls will include every man actually present at, or dependant on, the station.

17. In preparing these Rolls, it is to be observed, that the following men are not entitled to Clothing: 1st. Those who are not likely to be, or were not, present on the strength of any Troop or Company of the Regiment on the 1st January when the Clothing falls due, according as the Rolls are prepared before, or after that date. 2nd, Those men, (or their heirs) who have died, deserted or been discharged, or who have been transferred to other Corps before 1st January: 3rd, Men entertained, or received, from other Corps after the 1st January; (when the issue has been delayed

beyond that date) the former being supplied from surplus "Clothing in wear" which is left behind by deserters, &c. &c. the latter, having their claims on the former Corps or Department.

18. From these Rolls, to each of which will be annexed a figured abstract, the Senior Regimental Officer will be able to ascertain whether the Clothing actually received is equal to the supply for the men of the Troops and Companies at the station contained in the first two Rolls, and when, to effect this, it is necessary to transfer the surplus of one Troop or Company to complete deficiencies in another, it will be done. When surplus on the whole shall still be left, he will direct its issue to the men in the third Roll, and in this case he will direct immediate information to be given to their proper Troop or Company, that the Clothing may not be sent to them. But if the men in the third Roll cannot be supplied, he will, in like manner, cause due notice to be given to their respective Troops or Companies, that measures may be adopted for their supply.

19. On these arrangements being communicated by the Senior Regimental Officer present to the Officer Commanding Troops and Companies at the station, they will immediately prepare to carry them into effect; observing, that all the Clothing for detached men at the same station are packed in one Bale, if practicable. The Clothing, however, for men DOING DUTY at other stations with Artillery Troops or Companies of the same branch, will not be packed up until a report is received, under the operation of the preceding article, whether it can be supplied or not at the station where they are serving. When the Bales are so packed, and properly directed, they will be delivered to the Staff Officer, accompanied by separate nominal Rolls and blank Acquittance Rolls of the details for which each Bale is intended.

20. The Staff Officer on receiving these Bales, will take immediate measures to despatch them to the proper stations, sending the Nominal Rolls of the men with the Bales, and the Acquittance Rolls by Dak: and when the Clothing is issued at the stations, the Acquittance Rolls will be filled up and returned to the Troops or Companies through the Staff Officer from whom they were received.

21. When the issue of Clothing has been completed, Commanding Officers of Troops and Companies will prepare their respective distribution statements. In these statements, see Form No. 11, they will account for, first.

RECEIPTS.

1st. The quantity of Clothing invoiced for their Troop or Company.

2nd. The Clothing received from any other Troop or Company at the same station to complete their issues, either for their own men, or for men doing duty.

CLOTHING REGULATIONS.

3rd. The Clothing received from other Troops or Companies, for men of their own Troop or Company, doing duty with them. In both the last cases they will specify in distinct lines from what Troop or Company received: secondly,

ISSUES OF

1st. Any Clothing condemned or deficient, referring to the Survey Report by which it was condemned, and accounting at the foot for any deficiency, as far as practicable.

2nd. The Clothing issued to men of their own Troop or Company whether present or absent, according to the Monthly Returns of the 1st January, by which it is regulated.

3d. After striking the balance of the foregoing, they will account for all issues to men of other Troops or Companies who are doing duty with theirs, specifying in distinct lines, the Troops or Companies to which such men belong.

22. The balance on the whole will shew the actual surplus, which is to be delivered into the Brigade or Battalion store-room at the station: delivering, at the same time, the distribution statement to the Adjutant and Quarter-Master, or Commanding Officer.

23. The Senior Regimental Officer, on finding these statements correct according to the Rolls, will cause his Staff-Officer to countersign and return them to the Troop or Company, in token of his having received the Clothing in question. He will then report to the Assistant-Adjutant-General Artillery the completion of the issue at his station, forwarding at the same time the Rolls upon which the issue has been made, after entering therein the names of all men remaining unsupplied, and of whom a separate list must also be enclosed.

24. Officers Commanding Troops and Companies will then forward their distribution statements to the Adjutants of their Brigades or Battalions, accompanying them with Nominal Rolls of such men as remain unsupplied, and accounting for the same as far as practicable.

25. Commanding Officers of Brigades and Battalions will examine the Rolls, and see that all their men are either supplied, or accounted for as above, and cause the necessary enquiries to be made, regarding any that do not appear to be so. They will then cause complete distribution statements of their respective Brigades and Battalions to be prepared and forwarded to the Assistant-Adjutant-General of Artillery, accompanying them with a General Roll of the men who appear unsupplied, and affording such explanations as may appear necessary. At the foot of these statements will be particularly detailed at what stations the surplus Clothing is deposited, and in whose custody.

26. The Assistant-Adjutant-General of Artillery will submit the distribution statements to the Commandant; and, with reference to the completion of any deficiencies that may exist, will report to the parties concerned.

27. The Officer Commanding each Troop or Company, will as soon as practicable after all the issues are made, prepare Acquittance-Rolls of the men of the Troop or Company, (which will be collected and transmitted* to the Assistant-Adjutant-General of Artillery) on the same principle as those for the pay: and in issuing the Clothing, great care must be taken that the signatures of all the men present, are actually obtained in their Troop or Company Books.

28. At those stations where the Head-Quarters of two or more Brigades or Battalions are, the Clothing for each will be received by its own Quarter-Master; and the same form will be observed at the issue, as if they were at distinct stations.

29. All Clothing which may become surplus at out-posts from the annual supply, will be returned to Quarter-Masters by the same carriage that took it out, accompanied by a report of the occasion of the surplus, and all surplus Clothing ascertained as being at stations west of the Jumna, may be sent by the first favorable opportunity to the Quarter Master of the nearest division on, or within that river, but Commanding Officers will not return surplus new Clothing to the Agent until they are satisfied from the Reports that it is not required; until which time it is to be kept in store at stations respectively.

30. No surplus Clothing will be returned to the Agencies at the expense of the off-reckoning Fund without authority from the Clothing Board. This will not preclude Commanding Officers from availing themselves of any opportunity that may offer of returning such Clothing exempt from any charge to the Fund.

G. O. C. C.
Jan. 20, 1830.

31. All package is to be carefully preserved. That sent to out-posts is to be returned to the Quarter-Master who sent it, who will take the first favorable opportunity of returning all with him to the Agent: or it will be sent to the magazine of the station, to be returned as opportunities offer.

32. Definition of Clothing in wear. The term applies to all articles of Clothing of the two years preceding each 1st of January, (whether actually in use, or only due in regular course from the Clothing Agent:) both Coat and Pantaloon.

G. O. G. G.
No. 213.
Oct. 12, 1827.

33. When a man is removed from one Troop or Company to another of the same branch in the Regiment, he is to take his "Clothing in wear" with him; but if he is removed to a different branch of the Regiment at his own request he will leave his "Clothing in wear" with the Troop or Company for his successor, receiving the Clothing for that branch to which he is removed, from the man whose vacancy he fills.

Vide Clothing Regulations, pages 82 and 83.

* Cancelled by Reg. Orders 14th Nov. 1842.

34. The "Clothing in wear" of natives who die in the service, who are discharged or who desert, is to be considered available for the Recruits entertained to supply vacancies.

35. "Clothing in wear" is, however, to be considered the property of individuals in possession of it, when such individuals are merely transferred from one Corps, or one Department to another, and are not finally struck off the strength of the Army, in consequence of death, discharge, or desertion.

36. Should Compensation in lieu of Clothing have been issued for either of the two years preceding each 1st January, a casualty is to be permitted to retain the money compensation, in consideration of his relinquishing, instead of it, an article in kind of the previous year, so that there may be invariably a Coat and a pair of Pantaloon for a Native Recruit to fill a vacancy.

37. When men are struck off (except in cases of discharge or desertion) and have Clothing due for a whole period for which it ought to have served, had it been duly issued,—they are entitled to compensation which will then be drawn for them.

38. On any *augmentation* of the strength of the Regiment Bounty-clothing will be drawn in the same manner as regular Clothing, except for Europeans posted as recruits, for whom Bounty-clothing is drawn on their entering the Service by Commanding Officers of their Battalions or Detachments.

39. Whenever any soldier who has been serving in a Staff situation, is remanded to the Regiment, he is expected either to have been provided with all Clothing due to him in kind, or to have received compensation for it. Should this not be the case, it should immediately be enquired into and settled, by Officers Commanding Troops or Companies.

40. If the man has his Clothing in use, he will be allowed a reasonable period to equip himself in the proper uniform, but if his Clothing is not in use, or if he has received compensation, he will be required immediately to provide himself; or not doing so, it will be provided for him at his own expense.

41. The arrears of Clothing due should be drawn in arrears by the Officer Commanding the Troop or Company which the man joins, either in compensation, or in Clothing of a proper description: and when the latter is not in the soldier's possession, it is invariably to be indented for instead of compensation.

42. No claim can be maintained on Government for Clothing or compensation which has been more than one year due, unless on satisfactory proof that the delay in issue has not arisen from neglect, either in originally applying for, or subsequently representing the want of the regular supply; or from some cause not under Regimental Controul.

43. No Clothing is ever to be issued to any man as Bounty-Clothing until the Indent for such Bounty-Clothing has received the sanction of the Clothing-Board. Officers sanctioning the issues of any Clothing in store, for this purpose, without such authority, will be held responsible to Government for the cost, should it not be allowed.

44. The Clothing of men serving in the Band, will be provided by the Regimental Committee, who will receive compensation in lieu of it from the Clothing Board. This compensation is to be drawn annually. Men doing duty in the Band, will, therefore, be deducted at the foot of the regular statements of Brigades and Battalions.*

45. Officers Commanding Brigades and Battalions, will forward to the Secretary to the Clothing Board, as soon after the receipt of the returns as possible, an abstract of the Monthly Returns of each Troop or Company under their Command for the month of December each year, agreeably to the muster on the succeeding 1st January.

46. The Assistant-Adjutant-General of Artillery will also prepare a General Return shewing the strength of the several Troops and Companies of the whole Regiment.

47. At the foot of these Rolls, the men, doing duty with the Regimental-Band attached to Companies, will be deducted as directed in paragraph No. 44.

Great Coats supplied to European Troops at the public Expence. G. O. G. G.
Jan. 19, 1841.

Not supplied to European Non-Commissioned Staff of Regiments or Departments receiving Staff Pay—to men in the Band or to $\frac{1}{2}$ pay Buglers. G. O. C. C.
Apr 15, 1842.
May 28, 1842.

The cost of Great Coat is 8-11-6. G. O. C. C.
Jan. 17, 1843.

Old Great Coats to be indented for, for Recruits. G. O. G. G.
May 30, 1845.

Men transferred from one Company to another to take their Great Coats with them. R. O.
Nov. 13, 1843.

Indents for Great Coats to be forwarded to Secretary to Clothing Board from Battalion Staff. R. O.
Apr. 28, 1845.

[32]

COMPENSATION ALLOWED IN LIEU OF CLOTHING:

CLOTHING, &c.—Continued.

COMPENSATION ALLOWED IN LIEU OF CLOTHING.															
Horse or Foot Artillery.	Description.	How often renewed.	Sabadar.	Jemadar.	Sergeant Major.	Bugle Major.	Sergeant or Havildar.	Corporal or Naik.	Bombardier and Gunner.	Trumpeter.	Farrier.	Bugler.	Private.	Sirdar.	Driver.
Native Horse Artillery.	Jackets.....	2 years	21 2 9	12 9 9	21 9 11		9 8 9	4 12 6	4 11 8	4 8 0	4 0 1				
	Overalls.....	2 years	8 12 0	4 12 0	8 12 0		3 12 0	3 12 0	3 12 0	3 12 0	3 12 0				
	Breeches.....	3 years	5 8 3	5 8 3	5 8 3		6 8 3	5 8 3	5 8 3	5 8 3	5 8 3				
	Gloves.....	yearly			0 12 2										
Native Foot Artillery.	Full dress Cap	2 years			1 12 5	1 12 5						1 9 11			
	Coat.....	2 years	10 12 11	7 14 1	7 1 10	7 25 7	7 6 4	4 8 1				3 6 5	1 6 1		
	Pantaloon...	2 years	7 0 0	3 8 0	7 0 0	7 0 0	2 8 0	2 8 0				2 8 0	2 8 0		
Native Horse Artillery.	Coat.....	2 years					4 8 0	3 8 0					3 8 0		
	Pantaloon...	2 years					2 8 0	2 8 0					2 8 0		
Native Foot Artillery.	Coat.....	2 years	8 0 0	6 0 0			3 8 0	3 6 0					3 6 0		
	Pantaloon...	2 years	7 0 0	3 8 0			2 8 0	2 8 0					2 8 0		
Ordnance Drivers.	Coat.....	2 years												4 9 10	3 5 1
	Pantaloon...	2 years												2 8 0	2 8 0

CORRESPONDENCE, APPEALS, &c.

SECTION XIV.

1. Correspondence with the Commander-in-Chief, or Military Board, on subjects, connected with the general efficiency of the Corps, or the public conduct of individuals of it, should be forwarded through the Commandant, or in cases of emergency, direct, and copies transmitted for the Commandant's information.

G. O. C. C.
Oct. 6, 1806.

2. Officers having occasion to correspond with their Seniors, will address them through their Staff-Officers, if they have any; and as a general rule, all Regimental correspondence, appeals applications, &c. will be sent through the regular gradation from Detachment, Troop or Company, Brigade or Battalion, and Division, to the Head-Quarters, of the Regiment; but Officers Commanding Brigades or Battalions, having occasion to correspond, should address one another, or if the subject be of details such as are usually carried on by Adjutants, they should then allow them to carry on the correspondence under their orders.

G. O. C. C.
April 1, 1800.

3. All correspondence, extra-Regimental, or on Regimental subjects or affairs, of local interest only, will be forwarded through the immediate gradations to the Station authorities for transmission, through the Officer Commanding Division, to Army Head-Quarters: a copy of the same being forwarded to Regimental Head-Quarters.

4. When Officers Commanding Troops, Companies, or Detachments, have occasion to apply to other Officers for information regarding Pay, Clothing, &c. of any man under their Command, it is to be done through the Head-Quarters of his Brigade or Battalion; or if this would be inconvenient, from delay or otherwise, copies of the correspondence should be sent.

5. Officers may reject appeals, &c. sent to them, but they must give their refusal in writing, and the appealing party may then forward them to the next higher authority, giving notice of such intention to the party appealed against. But no appeal, &c. will be noticed if forwarded direct at first.

G. O. C. C.
Aug. 23, 1838.

6. When several documents are included in one packet, they are to be tied up, previous to sealing; a memorandum of enclosures is to accompany, but a mere covering letter is not required: public papers are to be docketed with the nature of their contents, except letters to Adjutant-General of Army.

June 19, 1817.

When more than one side is written on, the whole sheet is to be sent.

Letter C. D.
Mar., 1824.

7. Applications for Soldiers' wives to be sent out to join them at the public expense, and from soldiers for particular situations, are not to be forwarded.

8. Copies of all Correspondence received and sent by all portions of the Regiment for the past month, are to be forwarded to the Assistant-Adjutant-General Artillery on the 1st of each month. To avoid repetition, letters received from Staff-Officers of the Regiment, and letters sent to the Head-Quarters of the Regiment need only be noticed as to number and date in red ink, but copies of all other letters are to be sent.

9. All Officers arriving at the presidency on leave, will report their arrival and place of residence and any change which may afterwards occur to the Assistant-Adjutant-General Artillery, and monthly to the Adjutant-General of the Army. G. O. C. C. May 1, 1838.

10. An Officer ordered on, or to prepare for service, himself or any portion of the Regiment under his Command, will report the same direct to the Head-Quarters of the Regiment, and when on service all occurrences or changes which take place: and these reports are also to be made to the Head-Quarters of the Brigade or Battalion and Division or Detachment to which he belongs.

11. An Officer Commanding a Detachment moving by land or water, on Service or not, or an Officer proceeding from one station to another will report his departure and continue making report of progress weekly (or from every station) to Assistant-Adjutant-General Artillery, and to the Officer Commanding the Artillery at the place of his destination, and to the Head-Quarters of his Brigade or Battalion. The last of these will contain the report of his arrival. These Reports are regimental, and in addition to those required by the army authorities. Present states of Detachments must accompany these Reports.

12. Every Officer arriving at a Station, will report to the Army authorities, and, if Junior, wait on the Senior Artillery Officer, with a present State, if in Command of a Detachment.

13. Appeals, &c. from Detachments beyond seas, will be forwarded on similar principles through the Senior Regimental Officer with the force, for transmission to the Head-Quarters of the Regiment, or of Brigade and Battalions, if the subjects, concern the interior duties of Brigade or Battalion.

G. O. C. C. Feb 8th, 1837.

G. O. G. G. June 27th 1836.

vide G. O. C. C. July 1st, 1836.

G. O. C. C. Aug. 8th, 1837.

on these subjects

COURTS MARTIAL.

SECTION XV.

1. Regimental Courts Martial may be assembled by authority of Officers of the Regiment, from the Regiment at large, or in any Brigade or Battalion, and are to consist of five Officers when practicable : otherwise, of three. The president not to be under the rank of Captain.

Article 74.
D. J. A. G.
No. 127.
April 7, 1842.

A Brevet Captain may sit as President.

2. Their proceedings are to be headed Regimental (or Regimental in the Brigade or Battalion as the case may be) and the Court will be guided in its proceedings and the record of them, by the form in use where it is held.

3. The President and Members for Regimental Courts, are taken from the General, or Brigade, or Battalion, roster, as the Court may be Regimental or Battalion.

G. O. C. C.
Mar. 29, 1841.

4. A Regimental Court can award, by a Majority of votes, imprisonment, with or without hard labor, as far as 40 days ; or solitary confinement as far as 20 days ; or corporal punishment as far as 100 lashes ; or imprisonment, part solitary, part not, the whole period not to exceed 20 days, or the solitary part, 10 ; or it may, in addition to any of the preceding, sentence a soldier to stoppages, not exceeding two-thirds of his daily pay, to make good loss of, or damage to, Horse, Arms, Clothes, &c. ; or for habitual drunkenness deprive him of additional pay, for a period not exceeding six months or of daily pay on 2d offence subject to restoration on good conduct—or other punishment according to usage of the service and character or degree of offence—but the sentence must not be executed until confirmed by the Commanding Officer—Instances of drunkenness previous to 1st January 1841 are not to be adduced as proofs of habitual drunkenness.

Mutiny Act
Sect. XVIII.

Article 76.
Cir. No. 323.
D. J. A. G.

5. A charge, involving in its spirit a crime cognizable by a Superior Court, may, at the discretion of the General Officer Commanding the Division, be tried by an inferior one ; or, in cases of emergency, as on the line of march.

6. Previous convictions of any crime may be given in against a prisoner, but notice of the intention to do so must be given to prisoner, this may be done by noticing it on the back of the crime among other evidences.

Vide G. O.
C. C. 10 Dec.
1841.

These previous convictions are to be given in after the Court has found the prisoner " guilty " of the crime he is being tried for and previous to awarding punishment.

7. If a prisoner pleads " guilty," at least one evidence for prosecution must be taken.

8. When no Artillery Interpreter is procurable, application must be made for one from the line, if required, who will bring with him, the Moollah and Brahmin for administering the oath, or solemn declaration.

A. G. Letter
No. 987 Dec.
3. 1817.
G. O. G. G.
Mar. 4, 1835.

European evidence must be given on oath.

Mutiny Act.
XXIII

9. The proceedings of a Court are to be confirmed by the Officer assembling it, and the punishment inflicted recorded on them by the Staff Officer. They will then be sent to the Deputy Judge Advocate of the Division, for submission to the Major General. When returned, they will be forwarded to the Assistant Adjutant General Artillery for record.*

10. When any man of the Regiment is tried by a Line or Detachment Court Martial, a copy of the proceedings must be applied for by the Senior Regimental Officer and forwarded to the Assistant Adjutant General Artillery.

11. When more than one man is tried by the same Court, the proceedings are to be recorded on separate sheets of paper, the Court is only to be sworn once; but all the prisoners to be tried are to be present at the swearing.

Schedule and
XXIV Sec.
Mutiny Act.

12. No Officer can be nominated a Member of a General Court Martial or Superintending Officer of a Native Court, until he has been two years in the Regiment; or of a Regimental Court until he has served at least 3 months; or of a Court of Requests, until 5 years, or Court of Adjustment until 8 years.

G. O. G. G.
May 20, 1840.

13. Proceedings of Courts Martial held on foreign service will be forwarded by Senior Regimental Officer, to the Assistant Adjutant General Artillery.

14. A Native Regimental Court Martial is to consist of three or five Members, the Senior to preside; the proceedings will be carried on and recorded by an European Superintending Officer of, at least, 2 years standing: the forms are the same as in European Courts. Native evidence may be received on solemn declaration or oath. Desertion must be tried by a General Court Martial and not by an inferior Court. Corporal punishment cannot be inflicted: Crimes formerly so punished, are to be met by discharge, but a Court Martial may sentence a native to imprisonment with, or without hard labor, and if the former, it is to be followed by dismissal, as is also the case if the latter exceeds six months and the proceedings are confirmed, these punishments are limited in a Regimental Court Martial to six months, in garrison or Line Courts Martial to twelve months, and in a General Court Martial to two years.

Mutiny Act.
Sec. XXIII.
G. O. C. F.
Sept. 13, 1839.
G. O. G. G.
Feb 24, 1835.
G. O. P. C.
Oct. 2.
Act. XXIII.
1839.

* A note must be made on the back that a sufficient extract for the purposes of the 80 Article of War has been taken.

MEMO.

A. G. No. 1500. A charge founded on 19 Article must specify "on duty under Arms," and on 50 Article those words must be omitted.
 July 29, 1841.

A. G. No. 1285. Compensation for liquor cannot be stopped—therefore the punishment for *habitual drunkenness* the *first time* must be such
 June 12, 1841. "other as the Court is competent to award."

G. O. C. C. Deprivation of Pay under 2 Clause 48 Article is limited to six
 Mar. 29, 1841. months by a Regimental Court Martial.

G. O. C. C. Drunkenness on duty when adduced as the last instance in
 Oct. 6, 1841. framing a charge of "habitual drunkenness" cannot be punished as a separate crime, it is one of the component parts of the charge and must be dealt with under Articles 48 and 76, not Article 50.

Presy. Divn. A month unless otherwise expressed signifies a Lunar month.
 Decisions. *Solitary Confinement* can only be awarded by the *Lunar* month, *Imprisonment* may be by the Calendar month.

Presy. Divn. Stoppage of Pay for a first offence of habitual drunkenness
 Decisions. cannot be awarded under Article 76, Article 48 over rules it.

G. O. C. C. The time for Courts sitting is limited from 6 A. M. to 4
 Mar. 17, 1841. P. M.

G. O. Q. T. The charge need not be read over to Witnesses.
 Sept. 3, 1841.

G. O. C. C. When a General Garrison or District Court Martial does not
 June 27, 1842. fix the place of confinement it is specially to devolve this duty on the Commanding Officer, "in such place as the Officer Commanding Regiment or Battalion shall appoint."

A Regimental Court must leave the nomination of the place to the Commanding Officer.

G. O. C. C. The President of all Courts is to enter the date on which he
 Aug. 19, 1842. signs the Proceedings and the periods of Imprisonment (when that punishment is awarded) are to be calculated from that date.

May 22, 1844. A certificate that the Prisoner is able to undergo punishment is to be laid before the Court.

Before passing sentence on a Prisoner, found guilty, the Court is to enquire into and record his previous convictions, if any, and his previous *general* character for its own guidance in awarding punishment as well as for that of the Confirming authority in sanctioning its being carried into effect.

DESERTERS.

SECTION XVI.

1. Native Soldiers, overstaying leave, are not to be struck off as Deserters until two months after that leave expires, and if they return, are not to be tried by a Court Martial until the orders of the Officer Commanding the Division have been obtained, or be re-enrolled without the sanction of the Commander-in-Chief. G. O. C. C. July 2, 1820.

2. Descriptive Rolls of Native Deserters are to be forwarded by the Senior Regimental Officer at the station to the surrounding Magistrates, and to the Resident at Lucknow of men enlisted from Oude. A reward of ten rupees is to be paid to the person apprehending a Deserter from a fund formed by the arrears of pay due to Deserters, which is to be drawn by, and retained in the hands of Officers Commanding Troops and Companies; an account being forwarded monthly to Adjutants of receipts and disbursements: the balance at the end of the year to be made over to the Pay Master. G. O. G. G. Nov. 4, 1824.

3. A general account will be compiled for each Brigade or Battalion, by its Adjutant, from the Troop and Company accounts, every casualty, by desertions will be entered in it, and a copy forwarded, annually, to the Assistant Adjutant General Artillery, on 1st February, closed to 31st December preceding. G. O. G. G. June 23, 1826.

4. When European Soldiers Desert, or are absent without leave 24 hours, correct descriptive rolls are to be immediately sent to the Magistrate, or political authority in the neighbourhood, and in the report to head quarters, it is to be stated, whether this has been done. G. O. C. C. May 15, 1810.

5. The crime of desertion, or absence beyond 21 days cannot be tried by a Regimental Court Martial, but a European soldier may be arraigned for desertion without reference to the time of absence, and previous convictions for this, (and any other) crime, may be brought in evidence against him. Mutiny Act, Article of War 78.

6. When a man has been absent for two months, a Regimental Court of three Officers is to be assembled, to notice and record the fact.*

* This record is to be entered in Brig. or Bn. Orders and the Proceedings sent to A. A. G. A.

DETACHMENTS, DRAFTS, &c.

SECTION XVII.

1. Captains, Staff Sergeants, Pay Sergeants, or Havildars, do not go on Command, unless the Head Quarters of the Troop or Company move

2. A Captain is not to be sent on Command with a portion of a Field Battery, save on actual service, but he may be sent with a Battering Train, however small. A Subaltern should be sent with two Guns (a single gun must never be detached) but if not available, then a Native Officer, if the details are native.

G. O. C. C.
Aug. 10, 1819.

3. For two Field pieces the European Foot Artillery give

	1	Sergeant,
	1	Corporal,
	12	Gunners, or Bombardiers.
	1	Havildar, (Lascars), or Naick,
	5	Privates,
Golundaz give	2	Havildars,
	2	Naicks,
	26	Privates,

The Horse Artillery give

	2	Sergeants, or Havildars,
	2	Corporals, or Naicks,
	30	Privates, or Bombardiers.
	8	Lascars,

For each Battering Gun,

	1	Non-Commissioned Officer, European,	
	7	Gunners,	ditto
	4	Lascars,	
or 2	Non-Commissioned Officers, Native,		
13	Privates,	ditto	

4. Detachments are to be taken as much as possible from one Troop or Company, until all the men in it have had their tour; and when a whole Troop or Company is required, the first complete one on the roster is to be taken.

5. An Officer taking charge of a Detachment will inspect the Arms, Accoutrements, Clothing, and Equipment of the men—the public books, documents, &c. and satisfy himself that they are correct;—that no outstanding demands remain unadjusted, or that are not-mentioned in the Certificates: and any discrepancies or neglect, he must report to the senior Regimental Officer. To enable Officers to clear up arrears of men sent on detachments, application must be made to Pay-Masters for advance of cash.

6 For reports, vide Section XIV.

Should men of a detachment ordered on Service wish to leave necessities behind, they will be delivered over to the Pay-Sergeant, or Havildar, taking receipts in duplicate, countersigned by the Officer Commanding the Company or Troop. One will be given to the man, and the other retained with records of the Company or Troop, and the Officer Commanding will be held responsible. On giving over a Company, these receipts will be compared with the articles, and noticed in the detailed receipt granted by relieving Officer. When lodged in the Quarter Master's store room, the Quarter-Master will give the receipt.

7. An Officer appointed to the command of Drafts, proceeding to the Upper Provinces from the Presidency by land or by water, will ascertain by personal enquiry at an inspection parade on receiving charge what pay and clothing they have received, and if entitled to more, why it has not been issued, and this he will notice, in his report to the Assistant Adjutant General Artillery of having received charge.

8. From the advance of pay made, the Officer will retain a portion equal to one month's pay per man to be issued at a future period that by their improvidence at first starting the men may not be left destitute and unable to provide themselves with good wholesome messing. To guard against loss to an Officer, he is recommended to procure drafts for such money payable at sight at Dinapore or other Stations. A similar course is to be pursued on drafts marching from Cawnpore.

9. In coming to, an Officer is to select spots as much as possible away from villages or towns and prevent his men from straying from their boats; he will discourage bathing in the river as much as possible. He will make frequent inspections of Kitti, to force on the men the necessity of airing and cleaning, and thereby saving them from the effects of mildew, &c. The records entrusted to his care must be taken particular care of; and all Casualties must be correctly noted and reported to the proper Troops or Company, and the estate carefully closed.

10. On disembarking at their destination, drafts are to be delivered over to the Officer Commanding their Troop or Company at a parade, to be held for that purpose, at this time all the documents connected with them will be handed over, and the drafts should now state any claims they may conceive they have; if omitted at this time and afterwards preferred, much difficulty will occur in ascertaining their correctness.

11. On reaching Cawnpore, or the final Station on the river, the Officer in charge will give over a Roll of the drafts to the Commanding Officer of Artillery; who will fill up the Column of Remarks with the date of their march to their final destination, and the Officer under whose charge they have proceeded, and forward this roll to the Assistant-Adjutant-General Artillery.

Guard tents allowed to Detachments of European Drafts for and above 60 men.

Mil Bds. Circular, No. 169
Aug 29, 1844.

DISCHARGES.

SECTION XVIII.

1. Europeans. Discharges are granted to Europeans on the expiration of their time of service, or by purchase, sanctioned by the Commander-in-Chief.

G. O. G. G. Oct. 27, 1837. 2. Applications to purchase discharges are to be accompanied by descriptive rolls, shewing the length of service. The reasons for wishing for discharge, the employment they expect to obtain, and that the money has been lodged, are to be noticed in the rolls, or in petition accompanying them.

3. Men, obtaining or purchasing a discharge, if re-enlisted, are not entitled to count their former service.

A. G. Oct. 14, 1810. 4. Unlimited-service-men of bad character at the expiration of 17 years, cannot claim their discharge.

R. O. Apr. 14, 1841. 5. On a man's discharge being known at Brigade or Battalion Head-Quarters, his name is to be struck off without waiting for a Regimental Order.

G. O. G. G. Jan. 2, 1837. 6. Soldiers who may be permitted to purchase their discharge to pay the following sums.

	£	Rupees.
Under 7 years service	40	or 400
Above 7 ditto	36	360
10 ditto	30	300
12 ditto	20	200
14 ditto	10	100
15 to 17 ditto	6	60
17 ditto	„	Free.

A. G. Oct. 14, 1840. But all soldiers so permitted to purchase their discharge, must, if they return to Europe, provide their own passage, and no deduction is made in favor of a soldier enlisted in the country. To those of 17 years service a free passage is granted, as also to men having served their time.

7. Drummers received from the Lower Orphan School, are not to receive discharges until 10 years service. The application must be accompanied by a satisfactory proof that it will be for their advantage, or that they will not be left, destitute.

R. O. July 26, 1837. 8. Natives.—Native Officer's discharges are only granted by the Commander-in-Chief.

G. O. C. C. Jan. 5, 1797. 9. Discharge may be granted by the Commandant to a native soldier physically unfit or after 3 years service, provided vacancies do not exceed ten per Troop or Company. Descriptive rolls, in duplicate, to be sent to the Assistant-Adjutant-General Artillery No. 938. through the usual channel (vide correspondence) one of which will be returned, with the decision noted on the back. Form 15.

A. G. No. 938. May 1, 1844.

10. Syces and Grass Cutters, as a general rule, are to be No. 303 from
discharged as casualties occur among the horses. Sec. to Govr.
to M. A. G.
R. O.
11. The reasons for granting a discharge are to be entered Mar. 15, 1838.
in the certificate together with the date.

DRIVERS ; SAIS, BULLOCK, OR CAMEL.**SECTION XIX.**

Artillery Drivers, either Sais, Bullock or Camel, are formed into Companies and attached to Field Batteries as required, they are returned with the Company to which their Battery is attached, but for the convenience of removing to other Companies as wanted, their Registers and Books are kept distinct : on their transfer, their Books are to be inspected as laid down in Section XLV. Regimental Standing Order Book.

They are to be instructed in the general principles of drill, that they may understand the words of command on parade ; they are to have charge of the harness and gear of the animals to which they are appointed (a Bullock-Driver has charge of a pair) and will be responsible for their being duly preserved and cleaned.

Ordnance Drivers are to proceed with their cattle on forage duty, to assist in loading and unloading it ; they are liable to be tried by Courts Martial as other Native Soldiers ; and will give guards and sentries over their stables or sheds and for other purposes when required ; they will also, furnish Orderlies.

Vide Sections Bullocks, Clothing, &c.

BUGLERS AND TRUMPETERS.**SECTION XX.**

1. The Bugle and Trumpet Majors will see that the Buglers and Trumpeters are duly instructed and practised in all the calls.

2. Two Half-pay Trumpeters or Buglers are allowed to be borne on the Rolls of each European Troop or Company, and when vacancies occur in any part of the Regiment for Full pay, they will be filled up from a Roll of these lads, (kept in the Assistant-Adjutant-General Artillery Office) when 18 years of age.

G. O. C. F.
July 12, 1834.
A. G. letters
No. 134, Jan.
21, 1837.
A. G. letters
No. 1493 Oct.
10, 1839.

3. On attaining their 18th year; Boys of European parentage may be allowed to enlist as Gunners, if there are vacancies, for a limited period on the usual bounty, or they may take their discharge, or enlist as Buglers, &c. Boys of a mixed parentage will not be allowed to enlist as Gunners.

A. G. letters
No. 1597 Aug.
30, 1834.

4. Half Pay Buglers, on their promotion to Full-Pay, will be first posted to Native Battalions and thence transferred by seniority if deserving to European; but all Buglers may be re-transferred for misconduct.

5. The (above except halfpay Buglers and trumpeters) are amenable to all regulations for the better Government of the European or Native soldiery according to their parentage. Buglers who are British Subjects, (i. e. the legitimate sons of British Subjects, tho' their mothers are natives of India) are amenable to the Articles of War for European troops—all others to those for Natives troops; and any remissness on their part is to be noticed to the Adjutant.

J. A. G. to
D. J. A. G.
at Cawnpore,
Nov. 6, 1840.

For Bugle calls, vide Book of forms.

DUTY, CONTROL AND COMMAND.**SECTION XXI.**

1. The Roster of duties goes from the senior of each rank to the junior—the following is the priority of duties :

- 1st. Detachments and Commands.
- 2nd. General Courts Martial.
- 3rd. General or Division duties, such as Committees, District Courts Martial.
- 4th. Camp, Garrison, or Cantonment Guards, or duty
- 5th. Picquets.
- 6th. Regimental Guards, or duties.
- 7th. Brigade or Battalion Guards, or duties.
- 8th. Regimental Courts Martial.
- 9th. Duties without Arms, and of fatigue.

G. O. C. C.
Apr. 15, 1815.

2. An Officer on duty, required for command, is to be relieved, if possible : if not, the next is to be sent, and the tour of the first to be passed over ; in like manner, the meeting of a Court Martial,* or marching off, of a Guard or Detachment, will count as a tour of duty.

3. The Senior Officer present and doing duty with the Brigades of Horse Artillery, is vested with a general superintendence over the dress, discipline, and equitation of the three Brigades, as far as preserving strict uniformity on established points. Any required or suggested alterations are to be referred to the Commandant ; the Commanding officer of Horse Artillery offering his opinions in forwarding them.

4. When the Head-Quarters of different Brigades or Battalions are together, their duties will be carried on distinctly, subject to the control of the Senior Officer when he may think proper to interfere ; but he is not to interfere with the interior management or economy of another Brigade or Battalion, except in cases of appeal or evident neglect, which will be reported to higher authority.

5. Detachments of different Brigades or Battalions serving together, and no Head-Quarters present (if they do not exceed two Troops or Companies each) shall join and do duty as one Corps, if all of the same branch, or such portions as are of the same (with such necessary exceptions as must be made, if any are Natives)—but this arrangement is not to authorize any interference with interior details, for which the Senior Officer of each Brigade or Battalion will be responsible to his own Commanding Officer.

6. But if a detachment of not more than two Troops or Companies be at a station with the Head-Quarters of another Brigade or Battalion, the detachment shall join and do duty with it, if of the same branch;—excepting always, that no part of an European Battalion is to do duty with a Native Battalion.

G. O. C. C.
Jan. 14, 1836.

* A member of a Court Martial adjourned for more than one day is to perform Regimental duties.

7. Officers perform the duties of their own detachments unless when detachments join,—but all Regimental and Line duties, where Officers of different Brigades or Battalions are together, are taken from the General Roster.

8. Native Officers, on their promotion, are to attend all Courts Martial, and other duties, until the Commanding Officer may consider them fit to take their own tour of them.

9. Neither Artillery Men, Gun Lascars, or Drivers, should be employed out of their own line of duty, and Officers Commanding Detachments will respectfully submit any case to Commanding Officers of Stations in which these orders may be forgotten—the result to be reported through the proper channel to the Commandant.

G. O. C. C.
Oct. 27, 1794.

10. With every Brigade, Battalion or Division, there should be a Captain of the day, or week, and with each Troop, or Company, or Detachment, a Subaltern for weekly duty (and one for duty at the Bullock sheds, if any) but if these cannot be given, an "Inspecting Officer" from the Roster of Captains and Subalterns must be named. The Subalterns on duty with Troops and Horse Field Batteries will perform the Stable duty.

11. The Captain of the day or week will attend all parades, Inspections and Guard-Mountings; enquire into* crimes against men confined, punishing and releasing such offenders as do not require to be reported to higher authority; receive the reports of the guards and visit them at least once a day; visit the Hospital once a day, and enquire into, and report, any complaints he may receive. With the Quarter Master he will inspect the provisions for the men, and, if objectionable, will form a Committee on them with the Subalterns on duty, a report of which will be immediately forwarded to the Commanding Officer; he will see that regularity and cleanliness are observed in the Barracks and Cook-rooms; on any disturbance being reported to him, he will repair to the spot and repress it; in case of fire, he will hasten to the place, and aid by placing guards, sending for the engines, and directing the exertions of those busy in putting it out; he will confine any one infringing the Standing Orders, or committing any act in breach of good order. In the Horse Artillery, he will receive the reports of the horses being cleaned, and direct the gram to be served out, and be responsible that all stable duties are properly carried on. The duties of an Inspecting Officer of a Detachment are nearly similar to the above, combining those of both the Captain and Subaltern.

12. The Officer on Troop or Company duty will attend every parade, visit his Barracks or Lines once a day, and see that order and regularity are preserved there, and report any breach to his Captain, or the Captain of the week, as the case may seem to require. The Officer on duty with Troops and Companies, with horses attached, will attend the stable duty, see the horses cleaned

* Modified, by G. O. C. C.

and fed, inspect the grass and gram, and report any damage that may have occurred to the Saddlery, harness, or horses at exercise, or any thing detrimental to the Troop or Company, to the Captain. A Native Officer may be placed on this duty in the Native Troops or Companies when sufficient European Officers are not present.

13. An Orderly Non-Commissioned Officer will be appointed weekly in each Troop or Company, by rotation, whose duty is, to warn Officers and men for duty; write out, circulate, and read to the men, on their private parade, in presence of Staff-Sergeants, all orders. At the parade Roll-call, the Orderly will see that all men are turning out; and that they are sober; clean, and properly dressed, when he makes them over to the Staff-Sergeant, reporting those who are not so; he will, at stated times, inspect men excused by the Surgeon; prepare the Morning-Report-Book for the Captain, and Parade-Report for the Officer, on duty; he will receive and communicate all orders from Captain to the Company, call the prescribed Rolls and report absentees to the Staff-Sergeant; see all lights extinguished at the proper time; acquaint the Surgeon when men are sick, and see them delivered over to the proper person to be conveyed to Hospital, applying for a doolie, if necessary; he will prepare Hospital admission chits, and take them to the Captain for signature; see the arms of sick men given over to Pay-Sergeant; he will see the sick man's property (if he have no family) locked up, the key and trunk or bundle delivered to the Pay-Sergeant: and lastly, it is his especial duty to preserve order in the Barracks, checking all gambling, quarrelling, swearing and disorderly conduct. In Native Companies, the Pay Havildar performs these duties.

14. In Troops and Horse-Field-Batteries, there will be a Stable-Orderly, weekly or standing, whose duty it is to parade the horses for watering-duty, and see them well provided with grass, the dung cleared away, the stalls swept, and the horses properly fastened up; at retreat-beating, he will see that the horses have a supply of grass for the night, and their clothing and rollers properly put on. He is to superintend the weighing of the gram, and take a sample to the Senior Officer present.

15. On all duties under Arms, Officers when fallen in, will have their swords drawn, without waiting for orders to, that effect; but when men parade with side arms, or in undress, Officer's Swords are not to be drawn.

20. When an Officer is excused from duty from sickness, he is not to go abroad for pleasure or to parties of amusement, Morning and Evening recreation is admitted when necessary, but cannot be allowed to extend to exercise of such a description as shall indicate that the usual duties of his station could not be more detrimental: neither are Officers so situated to attend at Mess, unless when suffering from wounds or accidents, at which time attendance at the Regimental Mess will be allowed, when recommended by the Medical Officer.

EFFECTS OF DECEASED OFFICERS AND SOLDIERS.**SECTION XXII.**

1. When a European Officer dies at any Station the Senior Regimental Officer will assemble a Committee to search for a will and take an inventory of Effects. The Rules for the guidance of this Committee, will be found in G. O. G. G., May 1841 and Mutiny act.

2. On the death of a European, his effects will be collected by the Officer Commanding his Troop or Company or Detachment, in presence of two other Commissioned Officers, and from the amount arising from their sale, and arrears of Pay, &c. he will discharge all Regimental debts, expences of funeral, &c. and forward a detailed account to the Adjutant of his Brigade or Battalion, or Officer Commanding the Company.

Mutiny Act.
1814.

Art : 111 f12
of War.

3. The right of claimants of the Estate of a soldier dying intestate, is decided by reference to the Secretary to Government Military Department, and no Estate may be given over without his authority. He may authorize the disposal of Estates up to 500 Rupees without the heir or executor taking out a probate of will.

Mutiny Act.
1841.

4. Applications to the Military Secretary will be made through the Commandant, and the original Will* (when there is one) will be forwarded. A detailed account of the Estate, and copies of documents authenticated by the Officer Commanding Company are to accompany, and also full information as to the existence of widow and children, and whether the latter are wards of the Orphan Institution.

R. O.
Sept. 16, 1836.
No. 100 from
Mily. Secy. to
Govt. Sept.
12, 1836.

5. On the death of a Native Officer, a Court of one European and two Native Officers is to be assembled to take an inventory: on that of a soldier the effects to be collected by the Officer Commanding the Troop or Company and disposed of: from the proceeds all just debts and charges are to be paid. A detailed account is to be given to the Adjutant, and the balance to be paid to the heir or person whose claim seems just in the opinion of the Officer; (aided by the Native Officers or non-Commissioned Officers when the elucidation of Native customs appears to render application to them useful;) but if the claim is disputed, the parties must settle it by reference to the proper authorities and the Officer may, on a proper requisition, pay the amount into the zillah Court.

G. O. P. C.
May 29, 1827.

G. O. G. G.
June 17, 1819.

6. Receipts for all Estates are to be taken, (on the back of copies of Wills, when any) and receipts and Copies of Wills are to be forwarded to the Adjutants of Brigades or battalions for

* When a medical officers signature has not been attached to a will, an explanatory remark is to be added.

R. O.
Jan. 31, 1845.

transmission to the Assistant-Adjutant-General Artillery ; without these vouchers, Officers will be held responsible for the amount.

G. O. G. G.
June 17, 1809. 7. Officers Commanding Troops and Companies, are to render, monthly, to their Adjutants, a detailed account of Estates of such men as died during the preceding month, remitting the amount of any not disposed of on the spot within four months after date of the casualty.

G. O. C. C.
Aug. 31, 1825. 8. The amount of Estates of Native Casualties is to be retained by Adjutants for the remainder of the year—those of Europeans to be forwarded monthly to the Assistant-Adjutant-General Artillery, with a detailed statement of each Estate so remitted, or paid over to Heirs or Executors, and the copies of all Wills found, with receipts on the back ;—the accounts are to be prepared on connected sheets of paper, with a margin of 1-8th on the folding side.

G. O. G. G.
M. C.
Oct. 21, 1792. 9. Quarterly accounts of Estates deposited in their hands, are to be forwarded by Adjutants on the 1st January, April, July and October, to the Assistant-Adjutant-General Artillery.

10. An Annual Account of Estates (Europeans on 1st Sept. with Long Rolls ; Natives on 1st January) is to be forwarded from each Brigade and Battalion in Form No. 17. If any Estate is unadjusted for so long a period as 6 months, an explanation is to accompany on a separate paper but of the same size ; and these estates are to be inserted in the next annual account.

11. All accounts are to be kept in Company's Rupees.

12. It is recommended to Soldiers anxious to leave their property in a particular manner, to execute Wills in duplicate, one Copy to be left with an Agent or in some fixed Office. Two witnesses are required and for facility of proof, the signature of an Officer is recommended as one of them, and all Officers are enjoined to aid when asked.—Death-bed Wills revoking former ones, are suspicious, and to these the signature of the Medical Officer should be procured. Verbal Wills* will not be received without severe scrutiny, and, in general, it will be required that the evidences make a statement of the deceased's wishes, within 24 hours, to the Commanding Officer of the Company or Battalion, or to the Adjutant.

G. O. G. G.
April 17, 1813. 13. Estates of Men dying on service beyond Sea, will be adjusted, as far as practicable, in accordance with the foregoing rules ; the amount and accounts, will be forwarded to the Assistant-Adjutant-General Artillery for transmission to the Brigade or Battalion Head Quarters, or to the heirs of Natives ; accounts will be forwarded to the Adjutant also.

Mily. Secy.
No. 598.
May 26, 1813.

* Verbal Wills of Soldiers by the late act are invalid, except when on actual service and when such be declared before a sufficient number of witnesses.

EXERCISE.**SECTION XXIII.**

1. The Foot, Sword, Pistol, Manual and Platoon Exercises, as laid down for Her Majesty's Service, are to be observed in the Artillery,—and the Gun Drills and Field Battery exercise as established for the Regiment.

2. Artillery men must be carefully drilled in the exercise and movements for a Company, Battalion, and Field Battery ; and Officers must avail themselves of every opportunity of becoming familiar with line movements ; for when combined with the other Arms, and covering movements, it is very requisite that the Artillery should anticipate them so as to avoid causing confusion, and this can only be done by Officers being familiar with the principles of manœuvres.

3. As an Officer cannot perform his duty without at times being mounted, and as he is constantly liable to be transferred to the Horse Artillery, it is incumbent on all to acquire a good seat on horseback ; for this purpose the Lunges of the Horse Artillery at the station will be open to the Officers of Foot Artillery as far as practicable, who may wish to avail themselves of them.

4. On the Adjutants, Riding Masters, Sergeant Majors, and Drill Sergeants under the orders of Commanding Officers, must fall the chief care in establishing and maintaining an efficient system of drill and equitation ; and if they neglect recruits in their first training it will be in vain to expect them to become steady soldiers. No recruit is to join his Brigade or Battalion Exercise, or to take any duty as Orderly in parks or working parties, until thoroughly instructed in the drills, nor to assist at practice until he shall have been instructed in the Laboratory School. No deviation is to be allowed, in any respect, from the drills authorized for the Regiment, and when detachments are serving under other than Regimental Officers, the Native Commissioned, or Non-Commissioned Officer is to be held responsible for this being attended to, or being brought to the notice of the Officer in charge.

G. O. C. C.
Apr. 30, 1801.

5. Young Officers, on joining the Regiment will be examined by the Adjutant of the Battalion they are posted to, in their knowledge of the Foot, Sword and Gun drill, and if deficient, they must be taught under the Adjutant's inspection. When reported qualified, they are to mount Guard, at least twice, with a Senior Officer to learn their duties—they will be placed under the Commissary in charge of Laboratory School, to be instructed in that part of their profession ; the duties of the Garrison and Powder Proof they will learn by going through them with a Senior Officer. Commanding Officers of Battalions will take care that opportunities are given them of drilling a Company on parade, that they may attain confidence in themselves and give their commands without hesitation.

6. Every portion of the Regiment will be out at Exercise at least twice a week in hot weather, and three times in cold weather (exclusive of practice) and reports of this will be made monthly to the Officer Commanding the Division. Monthly Statements of all drills and Exercise will be sent to the Assistant-Adjutant-General of Artillery from all Brigades, Battalions or Detachments.

R. O.
Sept. 26, 1840. 7. The Books of Exercise issued for every Non-Commissioned Officer of the Regiment are to be produced at every Inspection parade, and the Non-Commissioned Officer will be made to replace any which may have been lost.

GUARDS, ORDERLIES AND SENTRIES.

SECTION XXIV.

1. All Guards should consist of 4 men for every sentry to be furnished; and Sentries over Treasure are to be double, invariably. G. O. G. G.
Apr. 15, 1836.

2. The proportion of Non-Commissioned Officers to Guards is one Corporal or Naick from 4 to 8, one Sergeant or Havildar in addition from 8 to 16, and so on, adding one Corporal or Sergeant alternately for every four men. A Native Guard above 20 will have a Native Officer in addition. An European Subaltern Officer may be put on a Quarter Guard of Europeans exceeding 12, Natives exceeding 40, or conjoined exceeding 20 men.

3. An indiscriminate use of Orderlies is forbidden, as are night Guards to European Officers other than Commanding Officers, and they may be taken from Golandauz, Lascars, or Drivers as most convenient. A Guard is allowed to a Mess House. G. O. C. C.
Oct. 23, 1803.
Aug. 12, 1834.
May 4, 1835.

4. A Battalion or Detachment Guard is necessary with every European, and a Line or Rear Guard with every Native Detachment of Artillery in Cantonments or Camp. A Native Guard will always be furnished at the Hospital, a Guard will be placed over the Ordnance and the Stables or sheds. Apr. 7, 1808.

5. * Guards of the same Brigade or Battalion, and the general Guard of a Division will parade together for particular or general Guard mounting—the men from each Troop or Company will be marched to the parade by the Staff Sergeant, or Havildar or Orderlies, and delivered over to the Sergeant Major, and by him to the Adjutant who will tell them off (if there is neither Adjutant or Sergeant Major, the Subaltern on duty and Senior Non-Commissioned Officer will perform this duty) and give them over to the Field Officer or Captain on duty. The Guards will then be mounted as directed in Her Majesty's Regulations.

6. Guard Rooms are to be given over clean and in good order; the relieving Officers will be held responsible for any thing, should he fail to report it at the time of receiving charge, to the Captain on duty.

7. No Non-Commissioned Officer or Soldier is to leave his Guard without permission, save on duty. From an European Guard only a few at a time in urgent cases, and from a Native not more than $\frac{1}{3}$ (for cooking) may be allowed to be absent.

8. No liquor is to be brought into a Guard Room; no gambling, swearing, or other irregularities are to be allowed; and no one under the rank of an Officer is to enter a Guard Room when not on duty without permission of the Officer Commanding the Guard, and he is then to be attended by a Non-Commissioned Officer.

9. Guards to be under arms at the hours specified in the Cantonment Standing Orders : and when dismissed at Sunset, the Officer Commanding will see that the arms are in good order, flints well fixed, and ammunition properly disposed. Guards will be under arms at retreat-beating.

10. Guards are to be ready to turn out at all times, day and night—to quell affrays, confine Soldiers or followers making a disturbance, or on the alarm of fire or thieves.

11. A written report will be made by the European Officer to the Captain on being relieved noticing all occurrences of the preceding guard, and specifying the hours at which the rounds went (whether under himself or a Non-Commissioned Officer) during the night.

12. When an Officer Commanding a Guard quits it for any purpose, he will acquaint the next in rank with the circumstance, the probable time of his absence, and place where he may be found.

13. Officers and Non-Commissioned Officers Commanding Guards are to acquaint themselves with the orders for the Guard and also for the Sentries on their different posts ; they should inspect, or cause to be inspected, every relief, and be careful that proper authority is preserved, and no irregularity permitted, and that the Non-Commissioned Officers are well informed of the orders for each Sentry : they must frequently visit the Sentries, and assure themselves that they have received proper instructions, and know their duty.

14. A Regimental Sentry is to communicate his order, to no one but the Commanding Officer of the Artillery at the Station, or the Battalion or Detachment to which the Guard belongs ; to the Field Officer or Captain of the day ; and the Officer and Non-Commissioned Officer on Guard ; and then in a low voice.

15. A Sentry at a Guard or Congee House is to prevent liquor being brought in without the leave of the Commander.

G. O. C. C. No Sentry is to be kept more than two hours on duty, the period May 20, 1836. may be shortened under particular circumstances. A sentry is not to quit his post, or the walk which may be assigned to him, nor to talk, loiter, or lounge upon his post, or remain in the Sentry-box in moderate weather. On appearance of an Officer, he will halt and face his proper front and pay the compliment due to the Officer's rank. In hot weather he may remain in Sentry-box while the arms are lodged, but must turn out, when an Officer passes and pay the Compliment.—At night he will face any person on approaching him.

16. Para. No. 6 to 15, are to be written out fairly, and hung up in every Guard Room, with any other local orders necessary.

17. Relieved Guards are to be marched, with regularity, to the parade of the Detachment from which they are given, unless particular circumstances render it advisable to be dispensed with; their arms are to be examined, and the charges of the loaded ones drawn in presence of the Sergeant Major, and after inspection are to be dismissed by permission of the Senior Officer on the parade.

18. A Monthly List of all Guards and Orderlies is to be forwarded with the Monthly Return, to the Assistant-Adjutant-General Artillery and Station Staff; and Commanding Officers will be careful that no unauthorized Guards are permitted.

GUN LASCARS.

SECTION XXV.

1. Each detail of Gun Lascars is to be distinguished as the Lascar detail attached to the—Troop or Company—Brigade or Battalion.

G. O.
Oct. 27, 1794. 2. Lascars are not to be employed out of their own line of Service, but they may be used in Magazine, Park, Laboratory and Ordnance Commissariat, duties, (when not required at their own proper Regimental duties,) at the discretion of the Senior Regimental Officer.

3. They are to be instructed in the Foot and sword Drill ; in the use of the gin, drag-ropes, and general duties connected with Ordnance though not in Gun drill.

4. Lascars, under 25 years of age and in other respects qualified, may be transferred as privates to the Golundauz, entering at the bottom of the Roll, but counting their previous time of service. The application will be made through the Officer Commanding the Brigade or Battalion, and if he consents, the candidate will be examined by the Senior Regimental Officer, who will forward a Descriptive Roll, if he approves, through the Officer Commanding Golundauz to the Commandant. If the Officer Commanding Golundauz object, he will return the Roll.

R. O.
July 26, 1838. 5. Previous to the transfer of a Driver to the Lascar detail, his Descriptive Roll is to be forwarded through the Commanding Officer of Brigade or Battalion, to the Commandant for approval.

HALF-MOUNTING.

SECTION XXVI.

Half-Mounting is a Soldier's Kitt exclusive of the "Clothing."

1. Compensation for Half-Mounting is to be drawn for every European Soldier borne on the strength of a Troop or Company, or Staff of a Brigade or Battalion, when it becomes due; and the amount will be remitted to any subsequently removed, wherever they are serving. G. O. G. G.
Dec. 21, 1807.

2. Compensation will be issued on Rolls similar to pay Acquittance Rolls; and when articles of any description are issued in lieu, it is to be noticed in them.

3. When Officers Commanding component parts of Brigades or Battalions observe any of their men to be deficient of the prescribed articles, they will report it to the Commanding Officer, who will direct them to be supplied from the Half-Mounting Compensation; or when from local circumstances Officers Commanding Troops or Companies judge that any comfort can be provided from the Half-Mounting money, they will apply for permission to do so, in time to receive a reply ere the Half-Mounting money arrives. The Balance only to be paid in cash, and that not until the sanction of Officers Commanding Brigades or Battalions is received. G. O. O. P.
Feb. 6, 1810.

4. No Natives are to be put under stoppages for Half-Mountings, unless they, at first, neglect to provide, or having lost or destroyed, neglect to replace them: they are to complete their Half-Mounting annually with their new Clothing, and it will be inspected by Commanding Officer of Troop or Company. G. O. G. G.
Mar. 25, 1825.
Feb. 16, 1826.

5. Natives of Horse Artillery Brigades will make up Half-Mounting under similar restrictions to the Cavalry, and conformably to the pattern established. G. O. C. C.
Jan. 9, 1810.

6. The Caps and Turbans of Golundauze and Lascars, are to be made up under the same rules as are prescribed for the native Infantry:—the Golundauze, the same pattern as European Artillery; and the Horse Artillery Lascar * Golundauze and Lascars will provide. G. O. C. C.
Dec. 4, 1810.
28, 1810.
18, 1816.
Jan. 9, 1811.

* Syce Drivers, Mahouts and Camel sowars the Sheep-skin Cap and Bullock Drivers a Turban of the pattern hitherto in use, Lascars a Forage Cap of the pattern worn by the portin of the Regiment they are with. A. G.'s. letter
No. 23.
Mar. 20, 1843.

Syce Drivers to provide 2 pair of Setringee pantaloons one pair Dyed dark blue with a red stripe $1\frac{1}{2}$ inch wide and the other pair white for mounted exercise. R. O.
July 29, 1845.

A. G. No. 33.	1 Forage Cap.
Mar. 20, 1844.	3 Pairs of pantaloons, double white cloth.
G. O. G. O.	1 do do colored for marching.
Mar. 25, 1825.	3 Ungahs of good double white cloth.
Feb. 25, 1828.	1 Cummerbund of the pattern now in use.
	1 Set of beads of three rows with a brass clasp.
	1 Black cap cover for each cap.
July 15, 1844.	2 White " " " "
	2 " Jackets " " " "

7. Non-Commissioned Officers will provide themselves with the same Half-Mounting as privates, also the chevron or stripes on the arms.

8. All Artillery men will provide themselves with the fatigue
A. G.'s letter June 11, 1842. Jackets ordered in Circular No. 889, A. A. G. A. Office.

HONORS, COMPLIMENTS AND PRECEDENCE.

SECTION XXVII.

1. Whenever Guards "Present Arms," Officers salute with their swords :

Generals are entitled to have a march beat to them

Lieutenant Generals	„	three ruffles
Major Generals	„	two do.
Brigadier Generals	„	one do

with presented arms.

2. To Colonels, the Guards of their own Regiment or Battalion turn out and "present arms" once a day, after which they turn out with "ordered arms."

3. To Lieutenant Colonels and Majors, their own Battalion Guards turn out once a day, with "ordered arms," at other times they stand by their arms.

4. When the Command of a battalion falls on the Lieutenant Colonel or Major, he will receive the same honors as for a Colonel from his own Quarter Guard ; and other Officers when Commanding, will receive the honors of the next superior rank.

5. When General or other Officers entitled to salutes, pass the flanks or rear of a Guard, the Officer is only to make his men stand "shouldered," and not to face the General Officer or beat the drum.

6. If an Officer entitled to a salute passes Guards in the act of relieving, the Senior Officer will order both Guards to salute together,

7. All Guards are to be under arms when parties approach their posts, and to those under a Commissioned Officer they will present arms and beat a march. To the colors of a Regiment passing, arms are to be presented and a march beat.

8. To General and Field Officers, passing a post during the day, sentries will "present," and to all other Officers "carry arms:" after sunset sentries, on the approach of an Officer, will carry arms and stand steady, facing to their proper post, until the evening is so far advanced that Sentinels begin to challenge.

9. A mounted Soldier meeting or passing an Officer will not raise his hand, but pull up his horse, and walk slowly by, sitting erect, and glancing his eye respectfully towards him. If a General or Field Officer, he will halt until he is passed.

10. A dismounted Soldier with side (or without) arms meeting an Officer, will, at all times (day and night) salute him by raising his hand to his Cap, and looking respectfully towards him without halting. Every Officer, it is presumed, will ever be ready to return a suitable acknowledgment,

R. O.
June 18, 1836,
Memo.
A. G.
Mar. 6, 1827,

11. Non-Commissioned Officers and Soldiers will, at all times pay the same compliments to Officers of the Navy; and of other Corps as to those of their own Corps.

12. When a Soldier has occasion to speak to an Officer, or Non-Commissioned Officer, he is to go up to him and recover his Arms (if under Arms) or salute with the hand (if without them.) If a Soldier, visit an Officer's Quarters, he is not to take off his hat or cap unless ordered.

13. When an Officer has occasion to visit the Barracks or Lines, all men are to stand up (unless otherwise ordered) and to behave respectfully.

14. European Soldiers will raise the hands farthest from the Officer in saluting; Natives, the right hand, always.

G. O. G. G.
Dec. 7, 1822. 15. Morning and Evening Guns are authorized to be fired at all Stations of the Arms or Camps, coming under the following descriptions.

The Head Quarters of the Army and of all General Officers or Division at Commands, including the Head Quarters of the Artillery Regiment.

All Fortresses with a permanent Garrison Staff.

The Head Quarters of all District or Brigadiers Commands, or Field forces.

All Camps or posts at which a force is stationed, of, or equal to, two Corps (Cavalry or Infantry) with a Company or more of Artillery, or a Field Battery.

Salutes to those entitled thereto, are authorized, according to the regulations at all places coming within the above description: viz.

Governor General,	19 Guns.
Vice President in Council, and Deputy } Governor,	17 Guns.
Commanders-in-Chief, Naval or Military, if not inferior in Rank to Lieutenant General,	17 Guns.
Chief Justice,	17 Guns.
Generals and Admirals, or their flags,	17 Guns.
Puisne Judges, Members of the Supreme Council, Lieutenant Generals, and Vice Admirals, or their flags,	15 Guns.
Major Generals and Rear Admirals, or their flags, when Commanding in Chief,	15 Guns.

Major Generals and Rear Admirals, or their flags, } 13 Guns.

Brigadier Generals, or Commodores Commanding in Chief, or other broad pennants, } 13 Guns.

Brigadier Generals, or Commodores, when so commissioned, } 11 Guns.

Political Residents within the limits of their authority as such, } 11 Guns.

Political Agents, at the Court only to which they are deputed, } 9 Guns.

Any of Her Majesty's Ships of War, not carrying a flag or broad pennant, } 9 Guns.

Any other Ship Gun for Gun.

Officers inferior to Brigadier General who command Divisions of the Army, Districts, Field forces, on or beyond the British frontier, or Garrisons with a permanent Staff, to receive the Salute and Honors of the next Superior Army Rank, from their own Garrisons, Forces, &c.

16. In Salutes, the Guns should be fired at intervals of 12 seconds. R. O.
Nov. 24, 1827.

17. Horse Artillery take the right of all Cavalry, and Foot Artillery of all Infantry, on occasions of parade. G. O.
Mar. 18, 1914.

HORSES.

SECTION XXVIII.

1. The Horses of every Battery, are under the immediate charge of the Officer Commanding the Troop or Company to which it is attached, and are never to be removed from one Battery to another, except in case of a draft being required to complete others for service, or to equalize the Corps. In the latter case it will be done by lot; in the former, no horse unsound, or above 8 years of age will be sent.

2. Grain is provided by the Commissariat : 4 seers from 1st April till 1st October, and 5 seers 1st October to 1st April per day, for each Horse. This must be daily inspected by the Stable Orderly and Officer on Troop duty ; and if dirty, bad, or mixed, must be reported to the Captain on duty, if there is one, or to the Commanding Officer of the Troop, and a Committee held on it.

3. Officers Commanding Troops, during the cold weather, should lay in a stock of grass ; so that if a continuance of bad weather should prevent the grass-cutters from providing dry, good grass, the horses may not suffer from want of forage or from eating bad grass.

4. All Horses admitted into the Service are to be branded with the Brigade or Battalion number, thus $\begin{smallmatrix} FA \\ 50 \end{smallmatrix} \begin{smallmatrix} 2B \\ 270 \end{smallmatrix}$, as the Horse may be, for one branch or the other. Horses are only purchased under particular orders : they are, in general, supplied from the Hauper and central studs.

5. A Copy of the Register of all Artillery Horses is to be forwarded, yearly, by Commanding Officers of Brigades and Battalions to the Military Auditor General, as soon after 30th April as possible. A Casualty List, compiled from those of Batteries, will be sent direct to the Secretary to the Military Board every month ; and on the 1st May an Annual Abstract of Horses with each Brigade or Battalion will be furnished to him.

6. An Annual Return (Form 21) dated 1st January, exhibiting the Casualties, Horses admitted during the year, number effective, and wanting to complete, is to be forwarded to the Assistant-Adjutant-General Artillery, who will, from these, prepare a general one for transmission to the Adjutant-General of the Army.

7. Casting Committees will assemble annually on the 1st October, and all worn out horses are to be presented to them. Condemned horses may be retained, temporarily, for purposes of drill, if fit. (Form No. 5.)

8. Vacancies, by deaths, or castings, among the Horses of a Horse Field Battery, are filled up by Indents on the Commissariat. In Troops, by remounts from the studs, or by purchase agreeably to Regulations.

9. Stud Horses are not to be subjected to hard work until 5 years old. Officers are allowed to select chargers (under certain rules found in G. O. 14th November 1838, 18th May 1841 and 10 March 1842) from the Remounts. G. O. G. G. June 26, 1837.

10. Troop syces are on no account to be employed in private stables : and Grass-cutters are to be mustered monthly by name. G. O. C. C. June 24, 1841.

Sections 3, 4, 5, 7, 10, 11, 12, 13, 14 and 15 of the Horse Artillery Standing Orders which refer to Stable equipment and management are generally applicable to Horse Field Batteries. R. O. June 17, 1845.

HOSPITALS.**SECTION XXIX.**

1. The entire management of Hospital and regulation of diet, rests with the Surgeon, and he is responsible for the cleanliness of the Hospital, and for the comfort and care of his patients. He will report to the Commanding Officer every occurrence worthy of his notice, and any orders he may wish given to the Guard.

2. The Surgeon may recommend convalescents to be excused from duty ; but those men will attend the parades with side arms that they may be seen ; the certificates he gives must be countersigned by the Commanding Officer of the Brigade, Battalion or Detachment, and must not extend beyond seven days at a time.

3. When a man is taken unwell, the Orderly of the Troop or Company will see that he is sent to Hospital ; a requisition for his admission signed by Commanding Officer is to be sent with, or after him ; a discharge certificate will be given when he is allowed to leave the Hospital. These rules apply equally to women and natives,

4. The Hospital Sergeant will receive orders from the Surgeon : his duty is to keep order in the Hospital ; prevent the patients maltreating the attendants ; receive, and report to the Surgeon, any complaints there may be ; restrain the irregular ; prevent liquor or tobacco being brought in ; and see that the Hospital rules are not infringed.

5. European Soldiers will not receive pay in Hospital ; but, at the recommendation of the Surgeon, small Sums may be advanced to purchase necessaries. Commanding Officers are frequently, to visit their men in Hospital, and ascertain that their just wants are attended to ; in obeying this order, an Officer's good feeling and humanity are his best guides.

6. No man discharged from Hospital is to be put on Guard where he will be exposed to the heat of the Sun or inclemency of the Weather, (but particularly to cold at night) until the Surgeon shall report him perfectly recovered. In Camp, Convalescents may be allowed to march without Arms, but in regular order.

7. When a Man is sent to Hospital his Arms and Accoutrements will be taken care of by the Orderly of the Troop or Company, as also his private Effects, when he has no family ; and they will be delivered over by him to the Pay Sergeant. In Camp, the Arms will be carried on the Quarter Master's Cart, but they are never to be taken to Hospital, or carried in Doolies.

8. The Arms and Accoutrements belonging to Convalescents, are to be delivered to them when discharged from Hospital, and they are to keep the same in proper order.

9. Doolies will never be allowed to lumber the Hospital Verandahs, but are to remain under charge of the Hospital Guard or elsewhere as may be ordered.

10. Hospital Bedding, Clothing, &c. when, condemned to be G. O. C. C. burnt in presence of the Committee and an entry to that effect Feb. 11, 1846. made in the Report.

INDENTS.

SECTION XXX.

G. O. 1. Indents for stores condemned by annual survey are to be
Nov. 30, 1807. accompanied by Survey Reports.

2. Indents for Practice and Exercising Ammunition are to be sent off, on 1st May of each year.

G. O. V P. 3. Indents for Supplies on the march for a Detachment are
Jan. 21, 1833. to be sent to the Collectors, specifying the day on which the
G. O. C. C. Detachment will be at each place, and the supplies required.
Aug. 30, 1836.

Circulars. 4. All extraordinary Indents for stores should be accom-
A. G. A. 1651. panied by remarks, or a letter fully explaining the circumstances
Oct. 17, 1831. under which they are sent, in, and those on emergency are to be
and 1553 Oct. made out in duplicate, and countersigned by the Officer Com-
15, 1832. manding the Station (as well as Regimental authorities), one
G. O. 1837. Copy to be sent to the Military Board on the same day that the
G. O. other is sent to the Magazine.
Jan. 30, 1840.

G. O. C. C. 5. Officers in charge of Ordnance carriages may indent for
Apr. 25, 1815. half-wrought Timber materials and stores necessary for their
Pay and Au- dit Regulati- ons, pages, 6, repair.—Vide authority in the margin, for what is to be kept in
7 & 8, Cir. M. repair.

B. Office 1793
July 1830.

6. Indents of twelve months date are cancelled.

7. In the preparation of Annual Indents for Exercising ammunition, the Balance in store (on 1st May) is to be carefully noted and the same rule is to be observed with the annual indents for Practice Stores; if from any particular circumstances, any articles of the preceding season (or seasons) have been retained.

INVALIDS AND PENSIONERS.

SECTION XXXI.

1. Every Officer Commanding a troop or Company, must bring all men whom he thinks unfit for the ranks, before the Surgeon, at least 15 days before the Invaliding Committee assembles: the Surgeon, at the same time, is to submit to the Commanding Officer, a list of such men as he thinks fit objects for the Invalids.

G. O. C. C.
Mar. 8, May
17, and June
21, 1816.
G. O. G. G.
Feb. 23, 1829.

2. Committees for invaliding Natives sit on the 1st April yearly; and for Europeans, on the 31st July in the provinces, and on the 31st August in Bengal.

G. O. C. C.
Mar. 10, 1829.

3. Rolls of men to appear before the Committees are to be made in Quadruplicate, Form No. 33, 34. Separate Rolls for each class: viz., Europeans, Gollondanzé, Lascars, &c. When the Committees' proceedings are closed a nominal roll of men invalided, with Commanding Officers and Committee's remarks, in proper columns, after the Names and Rank, will be forwarded to the Assistant-Adjutant General Artillery. In the column of "Remarks by Commanding Officer" is to be inserted a brief history of the man's services and claims to pension.

G. O. P. C.
June 24, 1835.

G. O. C. C.
Feb. 8, 1839.

4. When any European Soldier applies for Pension established by M. O. 11th January 1797, the Commanding Officer of his Troop or Company, or Adjutant of Brigade or Battalion (being satisfied that he is entitled to it) will prepare a Roll in Form No. 35, accompanied by an Extract of the order promoting him (if a Non-Commissioned Officer) and a Certificate of his length of Service* in the several Departments he has been in, and any other observations the Commanding Officers may have to offer. A separate Certificate of good conduct must also be attached.

G. O. G. G.
Feb. 5, 1810.

Mem. T. M.
Dec. 4, 1832.

5. When a European Soldier is invalided, to Europe, recommended for Lord Clive's Pension, he will be furnished with a Certificate of his being an Invalid, and actually unfit for further service in India, before leaving his Troop or Company. This Certificate is to be annexed to the Descriptive Roll and countersigned by the Surgeon: a duplicate is to be forwarded to the Town Major.

M. C.
Mar. 7, 1772.

G. O. C. C.
Oct. 6, 1774.

6. When Invalids are sent to the Presidency on their way to Europe, the Senior Regimental Officer at the station will send with his report of their departure, an Extract of the Character of each extending to at least three years back; any grave offence of anterior date is however to be noticed. The Characters of all Invalids from the same Troop or Company, are to be on one Sheet of paper or on consecutive Sheets.

Article 79.

* Time of service as a Drummer in a Native Regiment does not count if transferred to the Artillery.

A. G. No. 159.
Jan. 24, 1815.

R. O. Invalids are to be struck off their Troops or Companies from
Oct. G. 1840. the date of their departure for Chunar or the Presidency.

7. When Invalids are sent to Chunar, the Senior Regimental Officer will report their departure to the Assistant-Adjutant-General Artillery; and at the same time whether any of them have any claims to, or qualifications for particular situations, the duties of which their infirmities will not prevent their performing. The Characters of such men are to be sent.

8. When claims to the Pension established by G. O. G. G. 25th March and 28th October 1825, are to be preferred to Regimental Committees by heirs of deceased Soldiers, the individuals will be furnished with a Certificate of Identification from the Troop or Company to which their deceased relative belonged, as soon as the Committee have decided upon the validity of the claim: and when the Pension is granted in orders, an extract of the order will be supplied on application to the Staff Office of the part of the Regiment at the Station where the Committee sat, on producing this Certificate; and it is then to be carefully explained to them how these are to be used as laid down in G. O. G. G. 13th December 1837.

G. O. C. F. 9. Period of service to count from date of attestation instead
Feb. 14, 1839. of arrival in India for either pension or invaliding, but time passed
Sec. XXXIII. in confinement will not be reckoned.

Mutiny Act,

G. O. C. C.

Mar. 28, 1839.

10. Commanding Officers are to insert in the fullest manner the Character of Natives who have served 40 years and upwards:

LABORATORY DUTIES.

SECTION XXXII.

1. Officers on first joining the Regiment will go through the Laboratory Course, and, for that purpose, will attend at the School until dismissed by the Officer in charge, who will furnish a weekly report to the Commandant of Officers and Men attending.

2. All Recruits, European and Native, will be put through a course of instruction, and to keep up this necessary knowledge, Officers in Command of Companies at Stations with Magazines at convenient distances will take in connexion with Ordnance Officers, the opportunity of employing parties of their men in such duties at the Magazine, or in their own Laboratories; reporting monthly, the number so employed.

Cir M. B.
Office 1855,
Aug. 1819.

3. Requisitions from Magazine Officers for working parties for this purpose, are to be complied with, if possible, and all Ordnance Ammunition, &c. should be prepared in Regimental Laboratories, the materials being supplied from Magazine.

Adj. Genl.
Cir. No. 2661.
Jan. 10, 1825.

4. To Recruits for the Native Battalion; it is to be particularly explained, that these form a portion of the regular duties of an Artilleryman.

LEAVE OF ABSENCE.

SECTION XXXIII.

1. Officers of Artillery will apply for leave through the same channel as laid down for other Officers, a report being made by the Senior Officer at a Station to the Assistant-Adjutant-General Artillery, and the Officer Commanding the Artillery Division, when he forwards the application, if the leave is to extend beyond muster.

R. O.
Feb. 1, 1832.

R. O.
Feb. 1, 1841.

2. An Officer quitting the provinces with intension of proceeding to Sea, or on furlough, is to provide himself with a certificate from the Senior Officer of his Battalion at the station he leaves, (or if he has not been six months there, then from the Officer under whom he last served) that there are no Regimental claims recorded against him.

R. O.
Apr. 4, 1841.

3. Should he be the Senior of the detachment of his Brigade or Battalion, this certificate is to be furnished by the Senior Regimental Officer. The relieving Officers declaration of being satisfied with the accounts recorded will be forwarded, and he will be held responsible for them. Officers signing such certificates must pay attention to ascertain their accuracy, and Officers requiring them, will, for their own sakes, (as without them their applications for leave will not be forwarded) give every facility for examining the books of the Company, Troop, or Detachment, they may have had in charge.

4. Officers of Artillery on leave or on duty, when absent from their Regiment or Department, will report their residence, monthly, to the Adjutant-General of the Army, and Assistant-Adjutant-General of Artillery.

5. An Officer in Command and alone at an outpost, is not to apply for leave save under circumstances of an urgent nature. In such cases he will report his intention to the Officer Commanding the Artillery Division and Assistant-Adjutant-General Artillery.

6. Officers of the Regiment are never to give leave of absence to European or Native Soldiers; it can be granted by the Officer Commanding the Division or Station under authority of the Commander-in-Chief. On sick Certificate, the Officer Commanding the Station can grant it, and yearly furloughs are granted to a portion of the Native Army when not required for Service. This is notified in G. O. C. C. and Officers are directed to be careful that all get leave in turn. Soldiers on leave are not to carry their Arms, Clothing, or Equipment, with them.

May 6, 1700

7. When an European Soldier obtains leave to the Presidency, he is to be ordered to report himself to the Town Major in Fort William; and Officers Commanding Brigades and Battalions will report to him such leave, as also to the Assistant-Adjutant-General Artillery.

LONG ROLLS AND REGISTERS.

SECTION XXXIV.

1. Vide Section, "Books."

2. When a recruit is entertained, a correct description of him will be entered in the Troop or Company and Brigade or Battalion, Registers, if entertained at Head-Quarters of Brigade or Battalions, it is to be made out by the Adjutant and forwarded to the Officer Commanding the Troop or Company, the recruit is posted to: if in a detached Company, the Captain will forward it to the Adjutant. Descriptive Rolls of European recruits landing, or entertained at the Presidency will be forwarded by the Assistant-Adjutant-General Artillery.

3. Every Soldier until 22 years of age is to be measured annually one Month before the Long Rolls are sent in; and his actual height when it has altered will be inserted in the Roll. The spelling of Native names is to be invariably preserved.

4. On all occasion of removals from one portion of the Regiment to another or to the Staff, descriptive Rolls are to be sent to the men's destination by Dawk, and a Copy given to them or to the person in whose charge they are going. This Roll may contain all the names of men going; to the *Same* Troop or Company, on reaching their destination the men's appearance will be compared with the rolls, and any inaccuracies will be noted, when forwarding the Roll to the Adjutant of the Brigade or Battalion. The size of the Clothing required for each man must be entered in the Roll.

5. A Descriptive Long Roll of the European Soldiers of each Brigade and Battalion will be prepared on the 1st Septr. Annually for the Assistant-Adjutant-General Artillery in Form No. 23, and despatched on the 15th Septr. at latest; Casualty lists will accompany them separately in which every casualty will be entered, while in the Long Rolls will be only the names of those actually present. A Statement of Effects is also to be sent with it of all the men deceased since the last Roll was sent.

Quarterly nominal Long Rolls are to be forwarded 1st Decr. 1st March and 1st June. R. O.
Oct. 19, 1842.

6. Each Troop or Company of a Brigade or Battalion is to have a distinguishing letter of the Alphabet, Commencing with A. to the 1st Troop or Company with which its Arms and Accoutrements are to be marked. When a Soldier dies or is removed, the number is to be filled up by the man who takes his place; but no man's number is to be charged while he remains in the same Troop or Company. Each man will also have a Reg. number which is always to be used in designating him. G. O. C. C.
Dec. 10, 1842.

7. When a man is transferred to the Town Major's List, or to another Corps, a descriptive Roll is to be sent with him.

MARRIAGES, WIDOWS, CHILDREN.

SECTION XXXV.

1. No European Soldier is to marry without the written consent of the Officer Commanding his Troop or Company, countersigned by the Senior Officer of the Brigade or Battalion at the Station : and Officers will be careful lest improper marriages are contracted,

G. O. G. G.
June 9, 1840.
Memo.
Mily. Secy.
Mar. 10, 1841.

2. On the death of their husbands, widows are allowed to draw Pay for six months, and then the pension equal to $\frac{1}{4}$ th of their husbands' Pay, if he died in the service ; or was an Invalid or out-Pensioner of Chunar. An affidavit in form No. 63 must accompany their application for the pension.

R. O.
May 12, 1835.

3. No Officer is to grant a certificate of character to any man of the Regiment for the purpose of his getting married from the Lower Orphan School, until he shall have served one year in the Regiment, and his character be known. A certificate is not to be granted to bad or doubtful characters.

G. O. G. G.
July 8, 1810.

4. The allowance to European Women is 5 Rupees ; to East Indian, $3\frac{1}{2}$; and to legitimate children (and to these only) $2\frac{1}{2}$ Rupees each per mensem. These rates to take effect on all marriages and births since 1st January 1811.

MESSES AND MESS DEBTS.

SECTION XXXVI.

1. Each European Troop or Company is to be formed into six messes, (in general, a gun's crew will form each mess) at the head of each of which a Corporal (or if he is absent a Bombardier) is to be placed, who will be held responsible for its regularity and the good conduct of the men at mess times : the cleanliness of the utensils ; and goodness of the provisions purchased and cooked. He may be allowed the aid of one man (in weekly or monthly rotation) as mess-caterer, to assist in buying provisions, &c.

2. The Non-Commissioned Officer will have charge of the mess-money ; the cook boys are to be under his control, and will be paid by him : the men are forbidden to punish or give them any orders. R. O.
Mar. 2, 1829.

3. The Non-Commissioned Officer is not to allow any debts to accumulate ; every thing is to be paid for as bought ; and Commanding Officers of Troops and Companies are authorized to stop at the payable, a sum equal to 1½ Annas per diem for messing for the coming month in advance from each man, in addition to settling to the end of the current month. A Non-Commissioned Officer making away with this money, will be most severely punished, and any one who neglects his mess will forfeit all claim to further promotion. The following servants are authorized, and their wages may be deducted at the pay-table for the same months, as the Troops are paid, viz. Cook-boy, Barber, and Phoby. R. O.
Mar. 2, 1829.

4. The unmarried Sergeants, including Pay-Sergeants, may mess together ; and to enable them to aid in supervision of the men's messes, their dinner hour is to be different from that of the Soldiers. R. O.
Mar. 2, 1829.

5. Beer is allowed to be drunk at the mess-table, but no spirits. A dinner hour is to be appointed by the Senior Regimental Officer, at which time a Signal will be given by Bugle or Drum, and no Non-Commissioned Officer or man is to absent himself from his mess, unless sick or on duty.

6. Officers Commanding Troops, and Companies are responsible for the interior economy and management of the Messes ; and the Officer on duty will be directed to visit them, at the Commanding Officer's discretion.

7. Men may attend Mess in Shirts or long sleeved Banians and Trowsers, but at the same time must be clean and tidy.

MONTHLY RETURNS.

SECTION XXXVII.

1. Every Officer Commanding a Troop or Company, wherever situated, will forward to the Officer Commanding the Brigade or Battalion a Monthly Return in Form No. 25, 26, and on no account is this return to be delayed beyond the day following Muster. He will at the same time furnish a Copy of this Return to the Senior Regimental Officer at the Station. Field Battery Guns and Cattle are to be returned as attached to the same Companies as the Drivers. These Returns are to be accompanied by Casualty Lists (or if none have occurred, a Memo to that effect) and Rolls of all men doing duty, shewing to what Troop or Company they belong, and by what authority they are doing duty away from it.

2. Officers Commanding Brigades and Battalions, will, as soon as practicable after the receipt of the Troop or Company Returns, forward to the Assistant-Adjutant-General Artillery, a Monthly Return in duplicate (in triplicate when Army Headquarters are not at the Presidency) of the Brigade or Battalion, in Form 27, 28. To one of these Returns, those of Troops or Companies are to be attached*; and to the other, the Nominal Rolls of Casualties and Removals. A general Casualty List of the Brigade or Battalion is to accompany.

*Vide note to
par. 6.

3. In preparing these Returns for Troops and Companies, the numerical account of Casualties under the head "Casualties and Occurrences" must correspond with the Rolls, and for Brigade and Battalions, with the Casualty List: all Casualties in the former which do not affect the strength of the Brigade or Battalion, being omitted in the latter, (vide section X.) Men of one Troop or Company doing duty with another of the same Brigade or Battalion, though at another Station will not be returned doing duty with the Brigade Battalion, although they are so returned with the Troop or Company.

4. The Ordnance Commissariat Officer in charge of a Park Dépôt or Magazine, will, on the 1st of every month, furnish the Senior Artillery Officer at the Station with a Return in duplicate, and in the Form No. 30, one of these being for the Adjutant-General, and one for the Assistant-Adjutant-General of Artillery. When there is no Artillery Officer present, these returns are to be sent direct; and when there is no Ordnance Officer, they will be furnished by the Artillery Officer in charge.

G. O. C. C.
Aug. 31, 1826.

5. The Senior Regimental* Officer in every Camp, Garrison, or Cantonment, where there is the Head Quarters of a Troop or Company, will forward to the Adjutant-General of the Army, on the 1st of every month, a Monthly Return in the Form No. 29, which is to be accompanied by the Ordnance Officers' Return,

* Officers Commanding Brigades and Battalions will forward monthly to Adjutant General of the Army a return of Commissioned and Non-Commissioned Staff noticing every Casualty and occurrence.

required from him in the last paragraph. A duplicate of these Returns will, at the same time, be forwarded to the Assistant-Adjutant-General, that of the Artillery being accompanied by a General Nominal Roll of such men at the Station, as belonging to Troops and Companies serving there, are doing duty with Troops or Companies present. When only a Troop or Company is serving at a station, its own Return will suffice for the Assistant-Adjutant-General, but it must be accompanied by all the other documents.

6. One set of the Brigade or Battalion Returns with those of its* Troops and Companies attached thereto, will be forwarded by the Assistant-Adjutant-General to the Adjutant-General of the Army, with the General Regimental Return, and one set will remain as a record in the Assistant-Adjutant-General's Office.

7. When Officers go on, or return from, leave of absence, the dates of their going on, and returning from leave, are to be duly noticed opposite their names in the Monthly Returns; and when Officers are proceeding to join, or on a march, the date of the last report received from them and the place from which it was addressed, are to be noticed opposite the names in the Returns; also when no report is received it will be duly noticed.

G. O. C. C.
Mar. 26, 1790.

G. O. C. C.
Sept. 21, 1825.

* A Monthly Return from each Troop or Company substituted by R. O.
10th May 1845.

MUSTER ROLLS.

SECTION XXXVIII.

M. C.
Aug. 22, 1796.
G. O. C. C.
Apr. 3, 1812.
G. O. C. C.
May 11, 1819.
G. O. G. G.
Feb. 1, July
18, 1828.

1. Officers Commanding Troops, Companies, Detachments, or in charge of Public Establishments, will prepare Muster Rolls which are to be given to the Mustering Officer on parade. Field Officers and Staff will, in like manner, be mustered in a Roll prepared by the Staff.

2. Officers whose duty it is to prepare Muster Rolls, are held particularly responsible for their correctness, and for any loss that may arise to individuals from omissions or neglect on their parts, as it is from them that the accuracy of Pay Bills must be checked.

3. The names of men doing duty with Troops or Companies, are to be included in distinct Muster Rolls, and not to be mixed up in the Rolls of the Troop or Company.

4. The names of husbands are to be entered opposite the names of all women borne on Muster Rolls,—if widows, the date of their husband's decease is to be inserted in the Roll every month.

5.* Twice a year (European 1st January and 1st June, Native 1st March and 1st August) Muster Rolls will be sent from each Company, through the Head Quarters of Brigades or Battalions, to the Assistant-Adjutant-General Artillery, in form No. 64, having separate columns for remarks for each month. These Rolls are to be prepared in alphabetical order for surnames on open foolscap paper (with an inch blank for binding.) The Hospital admissions and discharges need not, but every other remark made for the Auditor-General will be entered; especially the authority for, and date of all alterations in strength.

R. O. The time passed in confinement is to be noted, under xxxiii
May 30, 1842. clause of Mutiny Act.

6. Men doing duty (except time-expired men, until they are finally struck off) are to be included in the Rolls of their Troops and Companies only, and not in the Troops and Companies with which they are doing duty.

* This paragraph is modified by R. O. Jan. 9 1843—½ly Rolls are sent from Brigades and Battalion of Europeans, ¼ yearly of natives from Troops and Companies.

R. O. Date of enlistment of men of 14 years service is to be noticed in Muster
May 26, 1812. Rolls of Troops and Companies.

NON-COM. OFFICERS, & THEIR RANK & DUTIES.

SECTION XXXIX.

1. The Sergeant Major is the first Non-Commissioned Officer in a Brigade or Battalion, and is peculiarly the Adjutant's Assistant. He must attend all parades and Guard Mountings, keep the roster of duty for the Non-Commissioned Officers and Privates; inspect the liberty chits, and all men going and returning from leave; and report every occurrence to the Adjutant on his coming to the Lines, or, if emergent at the time of its occurrence.

2. The Quarter Master Sergeant ranks next, and, as Assistant to the Quarter Master, has charge of the stores, Camp Equipment, Clothing, &c; his Establishment, must see to the keeping the Lines and Barracks clean and in order; he must attend at the serving out rations.

3. The Drill Sergeant must pay unwearied attention to the proper setting up of the recruits on first joining, and to the keeping all men smart and steady in their drills and exercises; he is particularly under the Adjutant and Sergeant Major.

4. The Staff Sergeants are the senior Non-Commissioned Officers in their respective Troops and Companies, and to them the Captains will look for a due preservation of order and discipline in Barracks. Staff-Sergeants take no duty which removes them from their Troop or Company, and only mount Guard when the whole is on that duty.

5. The rough-rider Sergeant is the Riding-Master's Assistant and aids him in the duties of the longe, breaking-in young horses, and instructing recruits to ride,

6. The School, Canteen and Hospital Sergeants, rank next, and take place by the date of their appointment; their designations sufficiently point out their duties; for the former a man of good conduct, and some education and literary attainment should be chosen; for the second one of steady, impartial, trust-worthy character, with a sufficient knowledge of accounts and book-keeping; and for the last, good steady conduct is the necessary qualification, but he *need not* be a particularly smart or active man.

7. The Sergeants of Troops or Companies, Bullock Sergeants of Light Field Batteries (these Non-Commissioned Officers move with their Company) Trumpet, Bugle and Farrier-Majors, and Farrier-Sergeants of Native Troops and Companies rank next by the date of their appointments.

8. Drill-Corporals follow, they assist the Drill-Sergeant in his duties, or if attached to a Troop or Company, their especial care must be given to perfect the men of that Portion of the

Regiment in their drills. Men who have shewn themselves capable and useful as drill instructors, will be considered as deserving of advancement to this rank.

9. Pay Sergeants,* if they are Corporals come next; if not, they will rank above Bombardiers. A Pay Sergeant (or Pay-† Havildar) is appointed by the Captain, and except in case of misconduct, will not be removed without the Brigade or Battalion Commanding Officer's consent. A Pay Sergeant's duty is to aid his Commanding Officer in preparation of Pay rolls of the Troop or Company, and all accounts of the men. He may aid in preparation of all the Public documents; but it is clearly to be understood that this is optional, yet having been once undertaken it cannot be thrown up without the Officer's consent, and any neglect in this duty will render the Pay Sergeant liable to Punishment. No arrangement between a Pay Sergeant and men of the Troop or Company will be considered binding on the Officer Commanding, unless his consent is formally obtained to it.

10. Corporals and Rough-Riders by date of appointment; if a Rough Rider however wishes to take his chance of promotion in the Troop he enters at the bottom of the Corporals. He is not allowed to have the advantage of the increased pay, and also on becoming the oldest in Rank to claim the Sergeantcy.

11. Bombardiers rank next, and this rank may be looked on as one of trial; for if a man proves himself deficient in the qualities which are necessary to a good Non-Commissioned Officer, although he is steady and well-behaved, it is not incumbent on his Commanding Officer to advance him higher.

12. It is the especial duty of all Non-Commissioned Officers, to make themselves acquainted with the rules and regulations connected with the discipline of the Regiment, and by an impartial exercise of their authority, secure the good conduct of the soldiers in Lines or Barracks, and the strict observance of the rules framed to preserve that Order and regularity upon which the comfort of Individuals and the respectability of the Regiment so much depend.

13. Non-Commissioned Officers will avoid all familiarity, drinking parties, and private money transactions, with the privates; they must be careful in exercising their authority to avoid the gratification of personal feeling by magnifying in the case of some, into crimes, that which in others they pass over as trifles. Each Non-Commissioned Officer will see that every man in his squad is sober when turning out for parade, and will not allow a man to fall in, at all affected with liquor, under the plea of his not being quite drunk: all will use their utmost endeavours to keep liquor out of, and to prevent its sale or exchange in the Barracks.

G. O. C. C. Nov. 14, 1835. * The appointments of Pay and Staff Sergeant may be held by the same person.

G. O. C. C. † Must be a Havildar or Naïck.

14. Non-Commissioned Officers will always act in the advanced rank previous to confirmation, a time not exceeding six months, and if during that time they do not give satisfaction, their promotion will not be confirmed; and any Non-Commissioned Officer preferring to resign his rank, to standing a Court Martial, must return to the ranks as a Gunner—this option is not however on any account to be extended to Sergeants.

A. G.
No. 1800, A.
Sept. 11, 1841.

15. Non-Commissioned Officers will not lend personal assistance in securing prisoners (unless under circumstances where it cannot be avoided) but when compulsion is necessary they will call out a party from the nearest Guard, or require the assistance of any men near.

G. O.
R. O
Dec. 21, 1831.

16. Sergeants are never to be confined in a Guard-Room, but when necessary will be placed in arrest in their own rooms.

17. Non-Commissioned Officers may be reduced to the ranks by the Commandant of the Regiment. Article 71.

OFFICERS.

SECTION XL.

1. Officers, both European and Native, must be attentive to the orders of the Service and of the Regiment, and by a firm, but temperate, exercise of their authority, enforce attention to them, from those placed under their orders; checking error by reproof and admonition and resorting to coercion, only when forced by necessity.

2. Commanding Officers of Troops and companies must look to the health, comfort and welfare, of their men, and the good condition of the arms, accoutrements, and Cattle. They should study to know not only the names and faces, but the peculiarities of character of all under their Command, and by a judicious admixture of firmness and kindness, obtain a moral influence over them. Impartiality in the choice of Non-Commissioned Officers; non-allowance of any undue influence on the part of Pay Sergeants; patience in attending to their complaints, although they may appear frivolous; strict impartiality and justice; a kindly deportment towards their men, and a care for their real welfare and comfort which an Officer's own feelings and judgment must dictate, will seldom fail to ensure that respect and good-will towards their Officers which will render their task an easy one, and cause them to be looked up to as the friends and patron of the soldiers.

3. The Captain must personally see his men paid; enquire into and endeavour to settle, all their complaints, referring such as he cannot, to his superiors; he must pay attention to the dress, arms, accoutrements, and to the drills and general appearance of his command; he should attend all inspection parades, or cause a subaltern Officer to do so, and report to him any men, who may be deficient in their kits or clothing.

4. Commanding Officers of Brigades, Battalions, Divisions or Detachments, are to be particularly careful that all Standing Orders of the Service and of the Regiment are observed by all Ranks under their Command. It is by attention on their part to the due observance of all Orders by the Officers and Men under them, that the Commandant expects to preserve uniformity and discipline in the Regiment. The Commandant requests when points may be referred for decision to Commanding Officers, or when they may have occasion to act on the Standing Orders if the same are not plain and explicit, that they will conform to the general spirit of them, without too strictly adhering to verbal interpretation; and he is fully satisfied, that by a minute observance of their general meaning, and a strict adherence to their principles, both much time, and trouble lost in reference may be saved.

5. Every Officer on first joining, will make himself well acquainted with the Standing Orders, and use his utmost endeavors to qualify himself for his Situation providing himself as soon as practicable with a Copy of these Orders, either printed or written.

R. O.
Oct. 7, 1837.
R. O.
Oct. 31, 1837.
R. O.
Mar. 1, 1838.
G. O. G. G.

6. Officers applying for transfer from the Foot, to the Horse Artillery, will forward, with their application, a Statement of their Services agreeably to Form No. 58.

Apr. 17, 1837.
G. O. G. G.
May 1, 1837.

7. Casualties of Officers, holding rank in the "Order of British India"—to be reported to army Head Quarters.

G. O. C. C.
June 23, 1837.

ORDERS.

SECTION XII.

1. All Orders affecting any portion of the Regiment issued at Head Quarters, if to be acted on at once will be forwarded to that portion of the Regiment on the same day, and are to be published immediately on their receipt.

2. At the end of each month, a copy of the Regimental orders issued will be sent to the Head Quarters of each Division, Brigade, Battalion, Troop and Company; and these are to be acknowledged at the foot of the Monthly Returns, immediately below the acknowledgment of the General Orders.

3. Officers Commanding portions of the Regiment, are to forward with their Monthly papers to the Assistant-Adjutant-General Artillery, Copies of all Orders published by themselves, and of all orders issued by the local authorities affecting the Artillery at their Stations. Officers Commanding detached Troops and Companies, will furnish Copies of these Orders to the Head Quarters of their Brigade and Battalions respectively, with their monthly papers.

4. Commanding Officers of Troops and Companies are responsible that the Orderlies are duly warned to take the Order Books to all their Officers present at the Station; and that all Orders regarding the Officers or men for duty, are duly and regularly communicated. But as no Officer can be ignorant whether he has seen the Book or not, neglect of the Orderlies will form no excuse for omission of the Officers, whose duty it is, to call for the Book if not brought to them. Orderlies however will be duly punished for such neglect when it is proved to arise from carelessness.

5. Commanding Officers will cause the Standing Orders regarding the conduct of the men, to be read to them in presence of the Staff Officer or some Commissioned Officer, at such times, and in such portions, as may be convenient, so that the whole may be read through once every 3 months.

6. When orders are issued by any Officer, which require the confirmation or approval of the Commandant, copies in duplicate, drawn out in half margin, are to be forwarded to the Assistant-Adjutant-General Artillery, within two days after issuing the order.

Memorandums are not to be issued instead of orders, or if unavoidable, a copy is to be included in that of the orders sent.

R. O.
Nov. 2, 1833.

ORDNANCE, ORDNANCE STORES AND OFFICER.**SECTION XLII.**

1. Every Officer receiving, or in charge of, Ordnance, and Ordnance Stores, should inspect them carefully, ascertain that they correspond with the lists furnished, and that they are adapted to the Ordnance. The Ordnance should be drawn out, ammunition unpacked and inspected, and should any difference or discrepancy appear, which cannot be satisfactorily accounted for, a Committee should be requested that the state may be impartially ascertained. An Officer actually in charge of Ordnance, will, at all times, be held responsible for its proper equipment.

2. A Monthly Return of receipts and issues of Ordnance Stores in the form at the foot of the Return to the Military Board will be forwarded to the Officer Commanding the Division furnishing the Detachment, who will, if necessary, forward it to the Commandant with his remarks.

3. The Stores of Field Batteries and detached guns are to be unpacked and aired at least once a month; at this time all articles of Ordnance equipment are to be carefully examined. Powder in the Service Cartridges is to be changed once in three years.

C. M. B.
4407 Oct. 1824
5047 Nov. 1828

4. On the 1st day of May and November Returns of Ordnance Stores with detached Guns of Batteries will be forwarded to their Head Quarters, from whence General Returns of the whole Battery will be forwarded to the Secretary to the Military Board. Officers in Command of Batteries and making these Returns to the Board, will be held responsible to the Regimental authorities that their Ordnance Stores agree with the established tables in number, and that they are in good condition.

5. Copies of all papers regarding Stores and Equipments of Field Batteries and their detached Guns are to be kept in proper books; and when the Guns may be transferred to a Park or Magazine, a general remark will be made in the books of the Field Battery, that the papers regarding them are entered in such Park Books from the month of ——— to the month of ———. When they are received back, an entry to that effect will also be made.

6. Stores attached to Field Batteries and Field Pieces will be returned separately from those with Parks or trains, unless they are particularly ordered to be lodged with such. The Returns of each Field Battery will be separate, and stores not belonging to their Service Equipment (such as Saluting Cartridges) will be excluded,

7. When Field or Siege Ordnance is detached from a Magazine, the Artillery or Ordnance Officer in charge will make returns of the same form at the same time as is directed for Field Battery Guns detached; a copy is to be sent to the Commandant as well as the Military Board.

8. In repairing Carriages, injured Half Wrought Siege Materials intended for the larger descriptions, are to be used for the smaller, whenever they will work up, and enquiries are always to be made whether any of this class are available in Magazines from whence Half Wroughts are about to be drawn.

C. M. B.
7166 Feb 1829
1351 June do

9. Carriages of all Field Batteries and out-post Guns are to be painted yearly; to Stations where there is no Magazine, painters are to be sent in the month of September from the Magazine they are dependant upon, with materials for this purpose.

10. An Officer engaged on service will report to the Commandant all expenditure of ammunition and Stores, whether by accident or in action as soon after the occurrence as practicable.

Mil. Sec. Gr.
Aug. 5, 1824.
G. O.
Apr. 26, 1817.

11. Officers Commanding Artillery at Stations where there are Magazines, will occasionally visit them, and notice to the Commanding Officer any irregularities he may observe, copies of these reports to be made to the Commandant. The Commanding Officer of Artillery will accompany the Officer Commanding the Station, in his visits to the Magazine.

12. Officers Commanding Artillery on Service will report on the behaviour of the Ordnance Officers with them to the Secretary to the Military Board on 1st March, June, September and December respectively.

13. In all Survey Reports on Ordnance, Form No. 36 is to be used.

ORPHANS.

SECTION XLIII.

1. Rolls (in Form No. 38) of Children, borne on the list of the Orphan Society, will be prepared, monthly, in Troops, Companies and Staff, and forwarded to the Secretary of District Committee with Bills for payment of the allowance. G. O. G. G.
Nov. 9, 1827.

2. Half-yearly Rolls of all the above Children attached to Brigades or Battalions, are to be forwarded on the 1st May and 1st November, to the Assistant-Adjutant-General Artillery in which all casualties are to be duly entered.

3. The sex of all children is to be specified in the remarks when first enrolled, and whether baptized or not at the time. If a child is not enrolled the second muster following its birth, it will not be afterwards admitted without most satisfactory reasons given for the delay. The allowance is granted to none but legitimate children. A child born after, or dying before, the 15th of the month is not entitled to allowance for that month. G. O. G. G.
July 8, 1840.
O. S.
Rule 31.

4. When Parents or Guardians are removed to another Troop, Company, or Detachment, the children accompany them; and a Roll is sent to their destination, with a Certificate of last pay at the bottom; and should the parents or Guardian of the child die, and no person be found ready to take permanent charge on the spot, application must be made to the Secretary to the Local Committee of the District to provide for the child being sent to the Orphan School, by the first opportunity. O. S.
Rule 43 to 50.

5. It is optional with Soldiers to retain their children instead of sending them to the Institution, but when retained, the Officers Commanding are responsible that they attend the Regimental School, if any, or that some arrangement is made for educating them, as long as they draw the Government subsistence allowance. Should this not be the case, a report of the circumstance and Roll of children is to be sent to the Assistant-Adjutant-General Artillery.

6. Children from 9 to 15 years of age may be entered as Half-pay Buglers: vide that section. G. O. C. F.
July 12, 1834.

7. Boys of European parentage, on attaining their 18th year may enter into contract as Gunners, if 5 feet 5½ inches high, and certified by medical Officer to be able-bodied; (if 20 years of age they must be 5 feet 6½ inches). In this case Rolls in Form No. 62 must be sent to the Assistant-Adjutant-General Artillery.

8. Information regarding Children in the Orphan School, can, at all times, be obtained by application to the Secretary to the Local Committee, the Secretary to the General Management, or Assistant-Adjutant-General Artillery.

PARADES, INSPECTIONS, &c

SECTION XLIV.

1. With the European portion of the Regiment there will be two parades daily for the inspection of the men, when drill or exercise do not interfere; one at sunrise, the other $\frac{1}{2}$ of an hour before sunset. In the mounted branch this inspection will be before Stable duty. In the native branch these inspections may be modified at the discretion of the Officer Commanding.

G. O. G. G.
Mar. 25, 1825.

2. In every branch of the Regiment there will be a weekly inspection of Arms, accoutrements and Kitts, on such day as the Commanding Officer may direct. One of these parades in each month will be particularly allotted to the inspection of Half Mountings of the Natives, which will be noticed in the monthly Copies of Orders.

3. Brigades, Battalions, and their detachments, will parade separately, unless when detachments are doing duty together, or a general parade ordered by the Officer Commanding Artillery at the Station. In this case they will be drawn up by seniority of Brigades or Battalions; Horse Artillery on the right, the Gun Lascars on the left, by seniority of the Brigades or Battalions they belong to.

4. At every parade of the Brigade, Battalion or detachments, the Troop or Company will parade on its own ground $\frac{1}{2}$ of an hour before the time ordered for the general parade; a parade report of the Troop or Company will be prepared by the orderly Non-Commissioned Officer and given to the Orderly Officer: who, after inspecting the Troop or Company, will, if correct, sign it. The Adjutant will collect these reports when the parade is formed, and deliver them to the senior Officer present. Form No. 39.

5. Towards the conclusion of the practice season, the Commanding Officer of Artillery will report to the Commanding Officer of the Station, that the Division will be ready for inspection on any day he may fix; and after such or any other inspection, he will forward for the Commandants information a statement of the performances, and copy of any orders which were issued.

6. Every man excused from parade must obtain leave in writing from his immediate Commanding Officer, Countersigned by the Senior Officer of Brigade or Battalion. In sickness or convalescence this will be granted at the recommendation of the Surgeon, who will first sign the certificate; it is however never to be given for more than 7 days at a time, and at the expiry of that period may be renewed; men so excused will be inspected occasionally by the Surgeon.

PAY, PUBLIC MONEY, &c.**SECTION XLV.**

1. Copies of all bills for dues to men of the Regiment by any Officer in it, or having command over men of it, will be entered in the books of the detachment they belong to.

2. Public money is not to be entrusted, by Officers to their Pay Sergeants or Havildars: every Officer is personally responsible for monies received on account of his men.

3. Pay and allowances will be issued, monthly, as soon as received, without further authority than a Brigade, Battalion, or Detachment order; but Half-mounting compensation and such like monies are not to be issued without the Commanding Officer's authority, and in applying for this authority, it is to be reported whether the men's kit and necessities are complete, and whether the amount could be more advantageously applied for the men.

M. C.
Aug. 22, 1796

4. When Public money is received by an Officer for an absent man, he will immediately remit the amount; or if a Bill is not procurable, report the circumstance to the Officer under whom the man is serving.

5. With the Pay Acquittance Roll, Officers Commanding Troops and Companies will forward to their Adjutants a statement of the Cash Balance remaining in their hands, of Public Money; accounting every month for the difference appearing, Form No. 59.

G. O. C. C.
May 25, 1832.
R. O.
Dec. 21, 1832.

6. No Officer is to be allowed to deliver over the charge of a Troop or Company until he obtains from relieving Officer, a detailed receipt for all public money, arrears of Pay, estates of deceased men, &c. vide Form No. 59. On this being signed by relieving Officer, and delivered to the Commanding Officer of the Brigade, Battalion, or Detachment, it will be held as a declaration, from the Officer receiving charge, that he has compared it with the Books, and finds no due unaccounted for; and this Act will make him responsible for all errors which it may hereafter appear could have been ascertained from the Books, and were not noticed at the time. On these receipts being remitted to Headquarters of the Brigade or Battalion they are to be examined by the Adjutant, who will point out any errors which may appear, or if correct retain them as records.

A. A. G. A.
Letter.
No. 1184.
Nov. 7, 1827.
Section 38.
Mutiny Act.
G. O. G. G.
May. 5, 1841.
G. O. C. C.
May. 8, 1841.

This Order is equally applicable to the Commanding Officer or Staff of Detachments or Commands.

PAY PUBLIC MONEY, &c.

7. A Soldier in confinement by sentence of a Court Martial, or on any charge of which he is afterwards convicted, loses his pay (and time of service) for that period, or if absent for not more than 5 days, his pay may be stopped by Commanding Officer.
- G. G.
Apr. 10, 1837. C. C.
8. The General Orders in the Margin refer to the increased pay for good conduct, and forms of Rolls of those from misconduct not entitled to it.
- G. G.
Apr. 17, 1837. C. C.
9. Commanding Officers of Troops and Companies are to discourage their men from running into debt, as much as possible, and the Orders of Government 25th March 1840 are to be explained to them, and acted up to in all cases.
- May 5, 1837. R. O.
May 25, 1837. R. O.
Oct 27, 1837.

PRACTICE, AND DUTIES IN THE BATTERY.

SECTION XLVI.

1. Whenever a Division or Detachment moves out to, and returns from, practice, a report is to be made to the Assistant-Adjutant-General Artillery in addition to those to the Army authorities.

2. All practice will be conducted under orders of the Senior Regimental Officer, as a general duty.

3. Reports in Forms 49, 50, 51 and 52, of the daily practice, will be delivered by Officers in command of Batteries to the Superintending Officer, and by him, weekly, to the Commanding Officer, to be lodged in the Division Staff Office, copies will be taken in the practice Book, of Troops and Companies.

4. At the conclusion of the Season, the Commanding Officer will send a report to the Commandant direct, of the several distances at which the practice has been carried on, with the different natures of the Ordnance, and the number of rounds at each distance; adding a proof of the powder and any observations which may suggest themselves. This will accompany the report of inspection when any takes place.

THESE TABLES will be found useful.

Practice Table for Field Guns and Howitzers.

Range.	9 Pr. Gun. Charge 2½lb.			6 Pr. Gun. Charge 1½lb.			24 Pr. Howitzers Charge 2lbs.			12 Pr. Howitzer Charge 1½lb.		
	Shrapnell. Bg. Pr. 4 oz.		Shot.	Shrapnell, Bg. Pr. 2½ oz.		Shell. Burg. Pr. 12 oz.	Shrapnell. Bg. Pr. 6 oz.		Shell. Bur. Pr. 5 oz.	Shrapnell. Bg. Pr. 4½ oz.		
	Elev.	Fuze.		Elev.	Fuze.		Elev.	Fuze.		Elev.	Fuze.	
Yards.	0	Tenth	0	0	Tenth	0	0	Tenth	0	Tenth	0	Tenth
450	— 15	— 15	— 52½	— 52½	1½	1. 18	1. 22½	3	1. 22½	1. 22½	2½	2½
500	— 37½	— 37½	1. —	1. —	1½	1. 30	1. 33½	3½	1. 30	1. 33½	3	3
600	— 52½	1. —	1. 10	1. 10	2½	2. 15	2. 18	4½	2. 15	2. 22½	4½	4
700	1. 7½	1. 15	1. 15	1. 15	3½	2. 35	2. 37	5	2. 35	2. 45	5½	5
750	1. 15	1. 22½	1. 37½	1. 37½	4½	2. 45	2. 48	5½	2. 52½	2. 52½	6½	5½
800	1. 45	1. 48½	1. 45	1. 52½	5½	3. 7½	3. 15	6	3. 3½	3. 7½	7½	7
900	2. 15	2. 22½	2. 15	2. 22½	6½	4. —	4. —	6½	3. 55	3. 55	8½	8
1050	2. 45	2. 52½	3. —	3. 7½	7½	5. 15	5. 30	7½	5. —	5. —	—	—
1200	3. 30	3. 80	3. 45	4. —	7½	6. 30	6. 45	8½	6. —	6. —	—	—

Line of Metal Range 9 Pr. is nearly 600 yards, and of a 6 Pr. nearly 500 yards. At 450 yards these Guns should be laid at an enemy's feet, at 600 at his breast and at 700 at his head, Canister should be used only to 300 yards.

PRACTICE TABLE for Mortars.

Range.	Iron.			Brass.													
	45 Degrees of Elevation.			5½ Inch.													
	13 Inch.	10 Inch.	8 Inch.														
Yards.	Fuze.		Powder. (Charge.) Musquetry.														
	Inches.	Teuths.	lbs.			oz.			lbs.			oz.			drs.		
400	1	8	1	10	"	"	15	"	"	"	9	"	"	"	"	12	"
500	2	2	1	15	"	"	2	"	"	"	10	"	"	"	"	12	"
600	2	3	2	4	"	"	4	"	"	"	12	"	"	"	"	8	"
700	2	3	2	8	"	"	7	"	"	"	14	"	"	"	"	8	"
800	2	4	2	14	"	"	10	"	"	"	15	"	"	"	"	8	"
900	2	5	3	2	"	"	12	"	"	"	"	"	"	"	"	4	"
1000	2	6	3	7	"	"	14	"	"	"	"	"	"	"	"	"	"
1100	2	7	3	11	"	"	2	"	"	"	4	"	"	"	"	8	"
1200	2	9	3	14	"	"	4	"	"	"	6	"	"	"	"	12	"
1300	3	"	4	2	"	"	4	"	"	"	8	"	"	"	"	6	"
1400	3	1	4	6	"	"	7	"	"	"	9	"	"	"	"	"	"
1500	3	2	4	10	"	"	9	"	"	"	"	"	"	"	"	"	"
1600	3	3	4	15	"	"	12	"	"	"	13	"	"	"	"	"	"

Powder Musquetry, giving a Proof range of 63 yards.

PROMOTION.

SECTION XLVII.

1. Promotion to the Native Commissioned ranks is made by the Governor General in Council. The recommendation for it, is forwarded by Commanding Officers of Golundauze Battalions through the Commandant of the Regiment to the Adjutant-General of the Army. In the Native Troops of Horse Artillery, promotion is made from a General Roll of the Havildars; and in the Gun Lascars in a similar way, from a general Roll of Horse and Foot.

M. C.
May 30, 1796.
R. O.
Mar. 2, 1829.

The Soobadar-Major is taken from a General Roll of Soobadars, Horse and Foot; but the Officer so appointed remains with his Troop or Company.

G. O. C. C.
Mar. 19, 1818
G. O. G. G.
June 14, 1825.

2. Promotion to the Non-Commissioned rank is made by Officers Commanding Brigades, and Battalions at the recommendation of Officers Commanding Troops and Companies, Seniority is only to give a preference where other claims are equal; but it is to be clearly understood that men unfitted by want of the necessary acquirements, bad character, inactivity, or other causes, will not receive advancement; and no Native Soldier entertained since 1822 will be promoted who cannot read and write, in one language at least.

G. O. C. C.
Dec 21, 1826.

G. O. G. G.
Mar. 4, 1825.

3. The rank of Bombardier may be considered as chiefly probationary; five men per Troop or three per Company may be promoted to this rank who cannot read and write, yet they will not be advanced higher save under some peculiar circumstances. While Bombardiers, their fitness for further promotion will be ascertained, and no man is to be promoted to Corporal who is not tolerably expert in reading, writing and accounts, so as to be able to prepare such memoranda as are expected from Non-Commissioned Officers. When none of the Bombardiers are fit for promotion, selection will be made from the Roll of Gunners.

Circular.
No. 662.
A. A. G. A.
Sept. 22, 1829.

4. The promotion to Sergeant is to be made from the Corporals, if fit, and no one should be recommended who has not shewn himself well acquainted with the duties of a Non-Commissioned Officer, impartial and strict in their discharge, and able to uphold the respectability of the rank; he should be able to read and write well enough to make out all the morning and parade reports himself so that when orderly Sergeant he need not seek assistance from others. If all the Corporals in a Troop or Company are deficient in acquirements, the Captain will forward a Roll, with remarks opposite each of their names, to the Officer Commanding Battalion or Brigade, who will, if he coincides, promote Corporals of another Troop or Company to the vacant Sergeantship, or direct the Captain to select the senior deserving Bombardier or Gunner in his Troop or Company.

5. When an Officer Commanding a Troop or Company finds it necessary to deviate greatly from seniority, in his recommendations for promotion, he will state his reasons fully in a letter covering the recommendation Roll; but he is not expected to recommend any man from standing only, but to select those qualified to support the discipline of the Corps.

6. The Ranks of Staff Sergeant or Havildar, are particularly to be held out to men who are otherwise qualified, as a reward for extraordinary attention to duty, and general good conduct. The promotion to these Ranks will be made by the Commandants of Brigades and Battalions, at the recommendation of Commanding Officers of Troops or Companies; who in forwarding their recommendations will most fully state the pretensions of candidates for such ranks.

7. When a vacancy occurs in any Non-Commissioned rank in a Troop or Company at the Head Quarters, of its Brigade or Battalion the Officer Commanding it will forward a Roll in Form No 47, of the man recommended to the Commanding Officer, who, if he approves, will put him in orders to act. If the Troop or Company is detached, the senior Officer of the Brigade or Battalion at the Station will put him in Orders, forwarding the Roll to the Commanding Officer of Brigade or Battalion for approval. Non-Commissioned Officers are at first only on trial, and if, within two months, they do not give satisfaction, they may be remanded: at the expiration of that time their promotion will be confirmed if they prove worthy; and this trial and confirmation is in no case to be delayed beyond six months.

R. O.
Nov. 22, 1832.

8. Recommendation Rolls of Europeans are to be accompanied by an extract from Character Book, for at least 3 years previous, and a specimen of their hand-writing, attested by their Commanding Officer, as written in his presence; these specimens of hand-writing are to be collected and forwarded monthly, after Muster to the Assistant-Adjutant-General Artillery.

R. O.
Nov. 23, 1832.

9. When a detachment of less than a Troop or Company is serving beyond seas, the Promotions for Casualties occurring in it will be made from the men of such detachment, due notice being sent to the Head Quarters of the Troop or Company that these promotions may be confirmed in the usual manner.

10. Every instance of extraordinary good conduct, and gallantry in action will be a particular consideration for promotion; any Officer observing it should therefore bring it to the notice of the Commanding Officer of Troop or Company, who will report it to the Brigade or Battalion Commanding Officer for the Commandant's consideration.

11. The permanent Non-Commissioned Staff of Brigades and Battalions or Divisions are made by their Commanding

Officers : they are selected for their fitness, character and conduct, and in this selection the Commanding Officer is not restricted to particular ranks.

12. Officers Commanding Brigades and Battalions will forward Quarterly to the Assistant-Adjutant-General, a list of men promoted and reduced during the past quarter, specifying the dates, and in cases of promotion the occasion of the Vacancy. This report is to be annexed to the Report of Punishments, and is also to be accompanied by a list of men confined, whose time is to be deducted from their service under G. O. C. 8th May 1841. Mutiny Act XXXIII. Section.

Vide Adj. Genl's Letter Nov., 1, 1825. 13. When a Non-Commissioned Officer is temporarily employed in any Staff Situation to which he is nominated in General Orders, a temporary promotion is in consequence to take place in his Troop or Company, and the parties appointed to act are to receive the pay of the advanced Rank during the absence of such Non-Commissioned Officer until he is finally struck off.

PUBLIC PAPERS, &c.

SECTION XLVIII.

1. All public Documents are to be despatched within three days after they are due, except in extraordinary cases, when the cause should be reported.

2. The neglect of clerks, or non-receipt of other Documents necessary will not be received as an excuse from the Officer for any paper being incomplete : the former may be punished, but it is the Officer's duty to see that they are attentive, and to call for Documents if they do not arrive in proper time.

3. Copies of all public Documents forwarded are to be kept, and all Officers signing and countersigning will be held responsible for the correctness of the returns sent, as far as they have the means of ascertaining.

4. Black ink of a permanent color is to be used for all Documents, red ink may be used for lines, but not for remarks or writing.

5. No Regimental Document for transmission to the Regimental authorities, requires the signature of any other than the Officer preparing it ; nor the counter-signature of any but the Regimental Officers in forwarding it, except when particularly ordered. Officers sign to the right in forwarding a paper ; Staff Officers, to the left in examining ; and any others counter-signing, between these two. Regimental, not brevet rank and Official designation, whether as Staff, Commanding Brigades, Battalions, Troops, Companies, or Detachments, with their numbers, is to be added to the signature of an Officer.

6. The prescribed form and *size of paper* (lithographed or printed forms may be used) and the channel, (XIV) laid down, are to be conformed to.

7. Adjutants will carefully examine all returns sent through their Office ; they are responsible that Documents are sent at the proper time, and all inaccuracies, as far as practicable, corrected.

8. A list must accompany all papers sent together, and in this should be inserted all that ought to be made out, with the remark, " none," opposite such, as from circumstances, are not then required ; (Casualty Rolls for instance :) but a blank form need not be sent. All papers are to be tied up before sealing the cover.

R. O.
June 16, 1831.

9. The Christian names (and Regimental Numbers) of Europeans to be inserted at full length in all Rolls.

R. O.
June 10, 1835.

PUNISHMENT.**SECTION XLIX.**

1. Extra Drill for 3 days may be ordered for inattention on parade, or other neglect of duty, by any Officer, reporting the circumstance to the Captain of the Troop or Company, or Senior Officer, present. Non-Commissioned Officers, will report any neglect they may observe to the Officer Commanding the Company or on duty.

R. O. 2. Three Extra Guards, or Extra Drill not exceeding 30 days, and Congee-house confinement to the extent of one week, may be awarded by Officers Commanding Brigades and Battalions and Detachments, they being Field Officers; and by other Officers holding these Commands when they happen to be the Senior at the Station. For more detail, Vide A. A. G. A. Circular 776.
 Mar. 12, 1825. G. O. G. G. March 1812. A. A. G. A. Circular 776.

3 Corporal Punishment may be inflicted by a Regimental Court Martial, to the extent of 100 lashes; solitary confinement, 20 days; imprisonment, 40 days; or solitary confinement and imprisonment, (ten days each) 20 days: fine of 8 pice per day for 30 days, (in addition to other punishment) for "drunkenness on duty," or for 6 months for habitual drunkenness, after a previous conviction of that crime.
 Motiny Act, and Articles of War 1841. G. O. C. C. Mar. 29, 1841.

4. When a Prisoner is sent to Congee-house, the Officer Commanding his Troop or Company will cause his Clothing to be collected, and such parts as may be necessary for his wear in confinement will be made over to the Congee-house Sergeant; this must be delivered to the Sergeant clean, and returned in a similar state when the man is discharged.
 R. O. Apr. 2, 1831.

5. If a man sent into confinement by sentence of a Court Martial, has no White Clothing, the Captain of the Troop or Company will certify the same, and the Congee-house Sergeant will provide such as may be necessary from a stock made up for that purpose: if sent by his Commanding Officer, the Captain Commanding his Troop, or Company will provide it at the prisoner's expense.
 Feb. 22, 1829.

6. Prisoners confined any where by sentence of a Court Martial are to receive, daily, one pound of good bread, supplied by the Congee-house Sergeant, and a sufficiency of water. Prisoners confined by Commanding Officers, will receive the bread drawn in their daily rations from Commissariat; the remainder will go to the Prisoner's Mess, or his wife and family, if he have any; this does not refer to men in confinement previous to the investigation of their crimes:
 G. O. G. G. Apr. 22, 1829. R. O. Apr. 13, 1841.

Prisoners in confinement in the Guard, after sentence will be sent out to marching drills one hour morning and evening

7. The washing and shaving of all Prisoners confined in the Congee-House, will be executed during confinement by the Congee-House establishment, to be provided for this purpose by the Congee-house Sergeant; who will also provide the necessary water pots, &c.

8. The Congee-house Sergeant shall be allowed to charge for each Prisoner confined by a Court Martial, the daily sum of sonat annas 4; and for each Prisoner confined by a Commanding Officer, only the daily sum of sonat Annas one half for every day the Prisoner remains in confinement; the former to cover all the expense of feeding, washing, shaving, &c. &c., and the latter to cover the expense of washing and shaving only. These sums will be paid to him by the Officer in charge of the Troop or Company to which the prisoners respectively belong. In detached Troops and Companies the Staff Sergeant (or any other Non-Commissioned Officer the Commanding Officer may direct) will act as Congee-house Sergeant.

The Balance of a soldiers' pay confined by order of a Court Martial will be paid over to the School or other Regimental fund.

G. O. G. G.
Oct. 7, 1840.

9. It will be the duty of the Congee-house Sergeant, minutely to inspect the interior of the cells every day, to see that they are clean and in good order, or to report any circumstance to the contrary to the Captain of the Week. He is also carefully to inspect the locks and keys, to see that they are good and correct; that the doors and windows are properly secured, and every thing about the cells in a proper state; and, in general, to report to the Captain of the Week any thing he may observe contrary to the Regulations of the cells, or which may tend to defeat the proposed object of confinement.

10. Whenever the Congee-house Sergeant visits the cells, he will make it known to the Officer on Guard, who will invariably send a Non-Commissioned Officer and a file of the Guard to accompany him; and he will report to the Officer on Guard, when he returns the keys, who will satisfy himself that the cells have been properly secured again before his own Non-Commissioned Officer.

11. The period of imprisonment is to be reckoned from the date on which the proceedings are signed by President, and if a Prisoner is sent to Hospital, the time passed there is to be counted as part of his punishment.

G. O. C. C.
Feb. 1, 1830.
Aug. 1842.
Circular
J. A. G. G.

12. A man confined (in quarters) in a state of intoxication, is never to be brought forward for examination into his offence until 24 hours have elapsed; and Non-Commissioned Officers are forbidden to lend personal assistance in securing Prisoners.

G. O. C. C.
Sept. 7, 1835.

13. A Quarterly Return of Punishments is to be made from each Brigade or Battalion in the Form No. 45 on the 1st January, 1st April, 1st July, 1st October, and to be appended to the report of promotions, ordered Section XLVII Par. 12.

14. Any man found in a state of intoxication and riotous in Barracks, or elsewhere, is invariably to be confined.

QUILTS.

SECTION L.

1. Quilts are to be drawn for every European Non-Commissioned Officer and Soldier of the Regiment, so that they may be issued on 1st October annually; they are not allowed in arrears, nor is an Officer to receive more than are actually required for men present. Form 54.

Military Secretary letter
May 13, 1839.

2. Officers Commanding Troops and Companies, and in charge of Staff, will prepare Rolls, in the month of August, of men present entitled to Quilts, and other Rolls of men absent shewing where they are: these are to be forwarded to the Senior Regimental Officer, with an Indent on the Commissariat for men present: the Senior Regimental Officer will forward the Indents to the Station Staff, and Rolls of absentees to Commissariat Officer, who will inform him how it is proposed to supply them.

3. Quilts when received are to be surveyed and issued as early as possible; and separate Acquittance Rolls will be forwarded as for pay, to the Adjutants of Brigades and Battalions for deposit in their Offices.

4. If any men remain unsupplied, Commanding Officers of Brigades and Battalions will take such steps through the local authorities as may appear best calculated to obtain them. If, after the 1st January, any remain unsupplied, a special report is to be made of the causes of delay, to the Commandant.

5. Officers in Command of drafts proceeding by water to the Upper Provinces, will indent on the Commissariat at Cawnpore for Quilts for the ensuing season, on 1st August.

N. B. Quilts are to be 7 feet 4 inches long, by 4 feet 4 inches broad, of double chintz containing 3 seers of cotton, and chequered in squares of 3 inches square.

RATIONS.**SECTION LI.**

1. Rations are issued by Commissariat on Indents (Form 49) which are to be signed by Officers Commanding Troops, Companies, or Detachments; that for the latter will specify at the head from what Troop or Company, and Brigade or Battalion, the Detachment is furnished.

G. O. G. G.
July 15, 1840.
G. O. G. G.
Feb. 27, 1837.

2. European Soldiers are supplied daily, with 1lb. of Bread, 1lb. of meat (including bone) 4 oz. of Rice, 1 oz. of Sugar, 1 oz. of tea or Coffee, 3lbs. of Firewood, and one chittack of Salt.—If good bread is not procurable, 1 Seer of Rice is to be substituted for it.

G. O. G. G.
Oct. 7, 1840.

3. When Extra Batta is authorized to any European part of the Regiment, every Soldier, not specially exempted from the indulgence, will receive the above (or 3 annas and 4 pie in Compensation) in addition to his regular ration.

4. If bad provisions are tendered, the Captain and Subalterns on duty will form a Committee and make a written report on the provisions to the Commanding Officer of the Battalion or Detachment, who will forward it, (through the Senior Regimental Officer,) to the Officer Commanding the Station.

5. Provisions are to be served out in presence of the Officer of the day, or Adjutant, by the Quarter Master, or his Staff, and the Company Orderlies.

6. The rations of a man in Congee-house by sentence of Commanding Officers, will, with the exception of the bread, which is to be given to the Prisoner, go to his Mess or to his wife and family, if he has any.

RECRUITS.**SECTION LII.**

1. Recruits for Golundauze and Gun Lascars are not to be under 5 feet 6 inches; and from 16 to 22 years of age, unless they have served previously; in which case they must be able-bodied men and in every way fit for the service. Recruits for Drivers from 5 feet 5 inches to 5 feet 7 inches; and from 18 to 22 years of age.

2. No man is to be enlisted who has served before, unless he produce his discharge from his former Corps; the plea of having lost it is not to be admitted.

3. Boys (sons of soldiers) are never to be entertained without the sanction of the Commander-in-Chief, obtained on the recommendation of Commanding Officers, through the proper channel.

4. No man is to be entertained for the Native branches of the Regiment who is not of good caste. The good castes are easily ascertained from the Native Commissioned and Non-Commissioned Officers, who will not associate with men of the lower degraded castes. Men of this description are unfit for promotion, as being without authority, and are therefore, unfit for the service.

5. Gun Lascars and Golundauze should engage, generally, to go on board ship if required, and to serve in settlements beyond seas. In the 7th Battalion, this must invariably be done, and a clause to the effect that they will do so, entered in their oath of allegiance.

G. O. P. C.
Oct. 15, 1798.
Sep. 14, 1807.
Mar. 25, 1825.
A. G. 1133.
Sep. 10, 1833.

6. Recruits for the 6th Battalions will be entertained at Cawnpore. The Companies of the 7th Battalion stationed at and above Allahabad will recruit for themselves: at the Head Quarters at Dum Dum the remainder will be recruited. Outposts are to be completed from the Head Quarters of their Companies. For the remainder of the Regiment, Recruits will be entertained at the Head Quarters of their Troops and Companies, and be approved of by the Senior Regimental Officer present.

Letter A. G.
1841.

7. All Native Recruits are to be sworn in, after they are dismissed from drill, and can comprehend the nature of the oath they are about to take. This is to be done in the presence of the Senior Officer of the Brigade or Battalion, and all the Native Officers of the same.

G. O. G. G.
Mar. 4, 1825.

Recruits who fail to make a satisfactory progress in the knowledge of their duties either from inattention or physical debilities during the first year, may be discharged by the Commanding Officers of Brigades and Battalions, without reference to the Commandant.

M. C. 8. European Recruits entertained in this country must en-
 June 9, 1795. gage to serve 5 years on a bounty of 50 Rupees; after the expira-
 G. O. C. C. tion of this term they are at liberty to renew their contract, if
 Oct 16, 1818. found fit. No European Recruit above 25 years of age, or under
 Apr. 7, 1788. 5ft. 7in. is to be enlisted in the country. Those received from
 A. G. J. Her Majesty's service are not to exceed this age, their time in
 No. 1800, A. that service will not count in entitling them to the higher rates
 Sept. 11, 1841. of pay in the Honorable Company's Service.
 Para. 18.
 G. O. G. G.
 Feb. 16, 1830.

9. When Recruits arrive from Europe, and a day is ap-
 pointed for their selection on being given over to the Corps, an
 Adjutant, with subaltern Officers and Non-Commissioned Officers,
 according to the strength of the Recruits, will be sent into Fort
 William to escort them to Dum Dum. This party will attend
 while the men are being examined, and the Adjutant will ascer-
 tain that all are present and convey them to Dum Dum in Keran-
 chies under orders from the Commandant; their baggage being
 escorted by a guard of Golundauze ordered in for that purpose.

10. On their arrival at Dum Dum, the Adjutant will report
 to the Assistant-Adjutant-General Artillery, who will take measures
 for their being provided with requisites that evening, and the
 next day will post or direct them to do duty with Brigades or
 Battalions, the Commanding Officers of which will allot them to
 Troops and Companies, and supply the Assistant-Adjutant-
 General Artillery with Nominal lists as soon as possible, and take
 immediate steps for indenting on the Clothing Agency for Bounty
 Clothing, both for those posted to, and those doing duty with,
 their Brigades and Battalions.

G. O. C. C. 11. No Recruit is to be put on duty until he has been six
 Feb. 27, 1792. months with the Regiment.

12. The Assistant-Adjutant-General will draw from the Town
 Major the pay, ship-money, &c. due to them on landing, and dis-
 tribute it to the Officers Commanding Brigades or Battalions, who
 will ascertain that Officers Commanding Troops and Companies
 lay it out in the necessary equipment of the recruit, and account
 for it to each man.

REMOVALS.

SECTION LIII.

1. Applications for removals from one Troop or Company of the Regiment, on frivolous pretences, are to be discouraged. Commanding Officers will, in all cases, satisfy themselves on the grounds of the application, ere granting, or forwarding it.

2. Commanding Officers of Brigades or Battalions may sanction removals of individuals in their Troops or Companies, when at the same Station; the Senior Regimental Officer may likewise in cases of emergency, sanction removals in the Troops or Companies, though of different Brigades or Battalions, at the same Station, and under his command; but in these cases the consent of the Senior Officers of the Brigades or Battalions at the Station must be annexed to the Extracts of Character.

3. All other applications for removals are to be forwarded to the Assistant-Adjutant-General Artillery between 1st May and 1st July annually, for the Commandants decision. These applications are to be accompanied by Extracts and Certificates of Character for at least 3 years, with full explanations, and to bear the Commanding Officer's assent to the removals at the foot.

R. O.
Oct. 31, 1832.

4. When removals take place for the convenience of the service, the men will join their new Troops or Companies with their standing; but when made at their own request, or for misconduct, they will join as Juniors of their ranks. This distinction is to be made on all occasions, in the order making the removal. Natives of the Artillery are only to be removed with their own consent: and in drafting them to complete other companies under these circumstances they must be of from 5 to 15 year's service.

A. G.'s
Letter No.
2824,
Dec. 16, 1840.
Cl. of Dirtrs.
Mar. 6, 1832.
A. A. G.
No. 712.
July 23, 1832.

5. Removals from the Company's to Her Majesty's Service are not permitted.

6. When a man is removed, he will be directed to join by the first opportunity, the sanction of the Commanding Officer of the Station having been obtained; if his detention is necessary, a report of it will be made to the Assistant-Adjutant-General Artillery, to whom (and to the Officer Commanding the Division) will his setting out be made known.

RECOMMENDATION ROLLS.

SECTION LIV.

R. O.
Nov. 3, 1822.

1. Two Rolls are to be forwarded quarterly, with the lists of punishments, on the 1st January, April, July, and October, from Head Quarters of Brigades and Battalions prepared in Form No. 46; one including Sergeants and Corporals, the other, Bombardiers and Gunners; containing not more than twelve names in both, of Non-Commissioned Officers and men who are recommended for Staff situations on account of their general good conduct and performance of duty and fitness for such situations. Gunners must have served five years.

2. Exception may be made under particular circumstances in favor of young men possessing claims to favorable notice, but these are to be made known to the Commandant by Letter, in which the fullest information is to be given. In general, however, the Commandant recommends that Regimental promotion be looked to as the first step to notice.

3. Men serving in Brigade and Battalion Staff situations, are not to be recommended for situations of a similar Class unless they specially request it nor for those of a higher nature until they have filled the Regimental appointment for a reasonable period and given satisfaction in it.

Memo.
No. 330,
Oct. 31, 1814.

4. Men appointed to such Regimental or other Staff situations, and men forfeiting their claim by misconduct will be left out in succeeding Rolls: a report of these latter is to be made, and a nominal Roll of all struck off during the Quarter will accompany.

5. If a man recommended in one Brigade or Battalion is transferred to another, his name, and the remark opposite to it, will be transferred to the Roll of the new Brigade or Battalion.

R. O.
Mar. 6, 1837.

6. Commanding Officers will make such rules as will ensure their being supplied at the proper time, with the requisite information from their Troops and Companies to enable them to prepare the rolls. The names of Officers recommending are to be put in the proper column, and also the date of first recommendation.

7. It will be understood that some detail of the character is to be given and not merely "good," men of good character may from education and habit be differently qualified either to be employed under the superintendence of others as in Magazines, and Native Corps, or to be employed in situations of detached trust as in the Commissariat or Barrack Department.

It is desirable that such terms should be adopted, as to guide in placing men in situations most congenial to their dispositions, as far as they are known, and it can be effected.

8. At the same time it is to be understood, that no promise can be supposed to exist of a particular line to the men, merely because it is entered in the Recommendation List, and to avoid therefore, as far as possible, any being nominated to situations, which they are disinclined to accept, explanation should be afforded in general terms. If a man refuse any situation to which *he is* appointed, his name will be discontinued from the List until all recommended at the same time have been disposed of.

9. A specimen of the hand-writing is to accompany the first recommendation of every man on the Roll; or who having been once recommended, and struck off, may be again recommended. But the characters and qualifications, will be entered in full in each succeeding Report, and not a mere reference given to previous ones.

10. Officers Commanding Brigades and Battalions, will be pleased to enter in the Quarterly Returns of men recommended for Staff situations, the date on which each man's name was first placed on the list; and it must be particularly noticed whether *he does, or does not*, wish to be appointed to a Native Corps.

R. O.
Mar. 6, 1837.

N. C. Officers recommended for the Warrant are to make out and sign their own Roll and Officers recommending them are to state whether they are acquainted with the simple rules of Arithmetic.

G. O. C. C.
Nov. 4, 1836.
and
Jan. 31, 1837.

RENEWAL OF CONTRACT, &c,

SECTION LV.

G. O. C. C. 1. European Soldiers whose contract is about to expire, must
Mar. 28, 1788. give timely notice of their intention to renew ; as where the old
G. O. C. C. is allowed to expire before notice is given, the new will commence
June 13, 1788. from the time that application is made.

G. O. C. C. 2. Renewal Rolls of time-expired-men are to be made out
July 25, 1788. in Form No. 42, and sent through the regular channel to the
G. O. C. C. Assistant-Adjutant-General Artillery, accompanied by a letter
May 4, 1819. from the Officer, Commanding the Troop or Company, stating
G. O. C. C. the man's character, and whether he is a skulker in hospital, or
Oct. 14, 1814. addicted to Liquor.
R. O.
Oct. 27, 1809.

G. O. G. G. 3. No unlimited-service-man is entitled to a bounty after
Feb. 26, 1814. 12 year's service, unless his character is approved ; and having
G. O. V. P. forfeited this bounty, he is not entitled, *as a right*, to the second,
Oct. 7, 1814. after 17 years, even if his conduct is good ; but every considera-
tion will be shewn to such men ; and no man having received the
bounty at 12 years' service is entitled to a second, or his discharge
at 17 years, unless his conduct still continues good.

A. A. G. A. 4. Commanding Officers of Brigades and Battalions may,
Mem. 189. refuse to forward Rolls of unlimited-service-men after 12 years,
Oct. 23, 1841. but their report of the circumstance to the Assistant-Adjutant-
General Artillery must be accompanied by an extract of character
for 3 years past : After 17 years the decision rests with the Com-
mander-in-Chief alone, and the Rolls must be forwarded in Form,
No. 44.*

G. O. C. C. 5. For unlimited-service-men claiming the Bounty, a Roll in
Oct. 14, 1814. Form No. 43,* is to be sent to the Assistant-Adjutant-General
R. O. Artillery, accompanied by the letter (mentioned in para : 2) and
July 12, 1823. an extract from the character book of the 3 previous years.
R. O.
Aug. 7, 1826.

A. G. Letter 6. When a man declines to renew, a Roll (Form No.* 41.)
June 8, 1822. and letter of character are still to be forwarded, omitting the
columns marked in the Form ; but the man is to be distinctly
informed that he will not be permitted to renew his contract after
he quits his Troop or Company, and this is again to be explained
to him before quitting the station, and to be mentioned in the
letter reporting the occurrence.

R. O. * Form No. 41 to be used for men of limited Service whose time has
July 8, 1844. expired and who decline renewing and also for men of 17 and 20 years who
decline renewing.

Form No. 42 for limited-service-men and men after 20 and 23 years*
whose contract has expired and who wish to renew for 5 years.

Form No. 45 for unlimited-service-men after 12 years receiving for
5 years.

Form No. 44 for unlimited-service-men after 17 years who wish to renew
for 5 years.

7. A man detached from his Troop or Company, will apply to renew in time, that application may be made for proper Rolls from the Troop or Company for the Surgeon's counter-signature, or if he does not renew, that he may be sent off in time to announce his determination.

8. The Rolls of men renewing, or declining to renew, their contract are to be despatched to the Assistant-Adjutant-General Artillery, on the date of the expiration of the contract. Rolls forwarded previously will be returned.

9. The names of men whose contracts expire at different times, are not to be included in the same Roll. The column of remarks in all Rolls after 17 years' service must exhibit the date on which all previous Bounties were granted or refused.

R. O.
May 21, 1836.

10. When Rolls of men applying for the Bounty, or declining to renew, are delayed, a letter of explanation must accompany, and if the Roll of a man after 12 years' is delayed 1½ years, the second Bounty cannot be claimed until the expiration of 5 years from the date of the Bounty being allowed, except in cases of unavoidable delay, which must be explained in the Rolls.

A. G. Letter
Apr. 5, 1832.

11. No man is to be struck off the Rolls as a time-expired-man, until his Roll has been received back from the Town Major; when a report will be made to the Commanding Officer of the station, in order that he may be sent to the Presidency by the first opportunity. Until he is sent away, he will continue to do duty with his former Troop or Company, and be returned on its Roll accordingly.

G. O. G. G.
Apr 27, 1825.

12. The time passed in confinement in reference to Section XXXIII Mutiny Act, is to be noted in the column of Remarks in all Renewal and Bounty Rolls.

Mutiny Act.
Section,
XXXIII.
G. O G G.
May 5, 1841.
G. O. C. C.
May. 8, 1841.
R O
May 13, 1841.

RIDING MASTER.

SECTION LVI.

1. The Riding Master is under the immediate orders of the Commanding Officer of the Brigade, and has control over the Riding School. He may select from the Troops of his Brigade, such horses as he deems most proper for the Lunge, and use his judgment in mounting the men on them. He will dismiss the Recruits and horses from Riding Drill under the Commanding Officer's orders.

2. The Rough-Riders and men on duty at the Lunges are under his control, and will obey his orders: he will be particularly careful that they use no passionate or harsh expressions to the Recruits in the School or Lunge, nor maltreat the young horses. Patient attention and kindness of manner with both horse and man, will be found most effective.

A. G.
Mar. 7, 1828.

3. Every Officer on joining the Horse Artillery will be placed in the Riding School, and the Riding Master, (if the Officer joins the Head Quarters) will see that he is taught to sit well and firmly, and to manage his horse adroitly: until this is attained no Officer will be allowed to fall in with Horse Artillery at Exercise.

A. G. Letter,
Mar. 7, 1828.

4. As every Officer on joining a Horse Artillery Brigade, is expected to furnish himself, with the least possible delay, with handsome, active horses, in every respect fit for the service, the same will be regularly trained by the Riding Master; for each of which he will receive one Gold Mohur, and for superintending the Officer's instructions in Riding, he is to receive three Gold Mohurs—Foot Artillery Officers going through a Riding School will pay a fee of one gold mohur on dismissal.

5. As the duties required from every Artillery Officer are such as to render a knowledge of Horsemanship essential, it is desirable that all young Officers avail themselves of the opportunity of being quartered with Horse Artillery, to attend their lunges. Every facility will be given by the Commanding Officer of the mounted portion for this purpose, but Officers having commenced, will continue their attendance with regularity, unless hindered by duty or sickness,—until dismissed.

SERVICE, FOREIGN.

SECTION LVII.

1. All detachments on Foreign Service will furnish the prescribed returns to the Head Quarters of their Brigades or Battalions, and to the Officer Commanding the Artillery with the force, who will prepare a general one and forward it to the Assistant-Adjutant-General Artillery, together with those received from the Troops and Companies, and Ordnance Department, under him.

2. All communications, for the Head Quarters of the Regiment from Detachments on Foreign Service, will be made through the senior Officer serving with it, who will exercise his judgment in forwarding or deciding on them, being guided by the general rules and customs of the Regiment, modified by local circumstances; reporting, however, most fully, for the Commandant's information, the circumstances of the case.

3. The Commandant desires that great care be bestowed on returns from portions of the Regiment on Foreign service, and that full explanations be given to all, which from circumstances, require explanation. These are to be added on a separate paper, if they cannot be embodied on the return itself.

4. When a Detachment is formed for Foreign Service, it is the first duty of the Officer who is to Command, to take the necessary measures to ascertain what men intend to leave behind Family Tickets, and to direct the necessary Rolls to be forwarded to the Superintendent or Pay Master, attending to the several General Orders enumerated in the margin.

G. O. G. G.
Mar. 25, 1808.
G. O. G. G.
Aug. 19, 1818.
G. O. C. C. 12,
March 1811.

5. Officers Commanding Detachments, Troops, or Companies beyond Seas, are never to make any alterations in the names of the men as set down in the Descriptive Rolls, except in cases of evident necessity; such alterations when necessary will be reported to the Adjutant of Brigade or Battalion, for the information of those concerned, and till an answer is received the new name is to be followed by the old one with the word "alias" between them:

SCHOOL.

SECTION LVIII.

1. The entire Control of the School is vested in the Senior Regimental Officer at the Station, who will regulate the hours of attendance according to local circumstances. Where both branches of the Regiment may happen to be Stationed and there is only one School, it is open to men of either branch.

2. Every man wishing to attend the School, is to apply through his own Captain to have his name entered on the School Books : the monthly payments will be deducted from him by his Commanding Officer and forwarded to the Head-master. Men are only to be entered on the 1st and 15th of the month, to save the trouble of calculation for broken periods. Men dismissed as perfect, or leaving at their own desire, will in like manner pay $\frac{1}{2}$ a month, if quitting on or before the 15th, and a whole month, if afterwards.

G. O. G. G.
Mar. 5, 1814.

3. The monthly payments are as follows, and will form a Fund for the purchase of Books, paper, pens and ink, slates, pencils, and in general such articles as are required in the school.

A Sergeant	each month	Rs.	1	„	0
A Corporal	ditto	„	1	„	0
A Bombardier	ditto	„	0	„	12
A Gunner, Trumpeter and Bugler	} ditto	„	0	„	8
A $\frac{1}{2}$ Pay Trumpeter or Bugler	} ditto	„	0	„	6
A Child of Staff Serjt. of the Regiment or Pensioner	} ditto	„	0	„	8
Ditto in receipt of Orphan allowance	} ditto	„	0		

R O.
Sept. 1841.

G O. G. G.
Mar. 5, 1814.

4. The Head Master is to keep the accounts of the School, besides performing his especial duty as a Teacher, without any addition to his proper Salary, and will keep the undermentioned Books.

First. A Book in which is to be entered, all receipts and disbursements of the Public Money by way of Dr. and Cr.

Second. A Book in which is to be entered the weekly expenditure of paper, pens and ink, writing Books, slates and pencils : but as printed Books, slates and pencils, are for general use, they are not to be considered as expended, unless actually lost, destroyed or worn out.

Third. A Book in which is to be entered, the names of the scholars, specifying the dates of admission, and dismission, what they have been taught, the extent of their progress, &c. as directed by the orders of the Commander-in-chief.

5. The Scholars are to be separated into classes according to their capacity and proficiency, and each Teacher is to have a general superintendence as well as a particular charge of his own class, whether of readers or writers.

6. Every Scholar on admission into the School, is to be provided with the use of proper Books, pens, ink, slate, and slate pencils, also with writing and cyphering Books, according to the Class he joins. In the two last-mentioned Books, his name is to be written, and they are only to be considered his own property when he is dismissed from the school as a proficient, but not otherwise. He is then to be allowed to carry away the writing and cyphering Book which may be in use, as well as all others which he may have written through, but he is not to carry away any other article belonging to the School.

7. The Scholars are allowed to attend School in their shirts or long Sleeved Banyans, and in long drawers and trowsers, but they are always to be cleanly dressed. Each man is to go to his seat as soon as he enters the school, and not to walk about the Room.

8. Every Scholar is to behave himself decorously, and give attention to his lessons, no one is to eat or bring into the School, fruit, or victuals; nor to smoke or chew tobacco; nor to drink any thing but water: all irregularities are to be reported to the Captain of the week.

9. The names of Scholars are to be called over at the hour appointed for attendance, and all absentees not accounted for (in a list to be daily forwarded by orderlies of Troops and Companies, to the Head Master) are to be reported to the Captain of the week whose duty it is to visit the School twice a week, at least.

10. Reports of the proficiency of each Scholar are to be made annually, to the Commanding Officer, by the Head Master; separate lists of the men of each Brigade or Battalion are to be given in, with a short remark opposite each man's name, which will be forwarded to their respective Commanding Officer; with such remarks as the Senior Officer has to make. Form No. 56.

11. The Accounts, of the School are to be made up every quarter, and submitted by the Head Master for the inspection of the Commanding Officer.

12. In order that there may be always a good understanding between the Head-Master and the Assistant, it is to be a rule, that no assistant absent himself from his duty in the school without first obtaining leave from the Head-Master; and no assistant Teacher to excuse a man from attending School without the previous sanction of the Head-Master.

13. The School-Sergeant of Brigades and Battalions will be appointed the Head-Master and first-Assistant, and are to move with their Brigades or Battalions, unless under express order.

R. O.

Oct. 30, 1841.

14. When vacancies for Head-Master or first Assistant, occur in any of the Regimental Schools, the Senior Regimental Officer at the Station of the School will select qualified persons to succeed thereto, reporting the names to the Assistant-Adjutant-General Artillery, that they may be posted as School-Sergeants to the proper Brigade or Battalion.

15. Such other Assistants as are allowed, will be selected from the men at the Station who are best qualified, but will move with their Troops or Companies, unless ordered to the contrary. The permanent appointments of Head-Masters and first-Assistants in the School, are to be filled up from these Assistants when they prove themselves deserving, and it is expected by this arrangement to afford the means of ascertaining the qualifications of such men as become candidates for advancement to these situations.

16. It is required that all men recommended to be appointed to, Situations in the Schools, shall be previously approved by the Clergymen where it can be done.

17. When the School Sergeants shall prove themselves unfit for their Situations, they will be removed, on a report being made to the Commandant, and will return to the Rank they held previous to appointment.

UNIFORM AND DRESS.

SECTION LIX.

HORSE ARTILLERY.

DRESS.

Regulation Jacket of Blue with Scarlet Cuffs and Collar edged all round with cloth the colour of the facings, Prussian Collar 3 inches deep, ornamented with an edging of narrow French braid and a border of small Russia figuring, pointed Cuffs 4 inches deep at the point, ornamented with French braid to correspond with the Collar. The Jacket, Single-breasted to fasten with hooks, to have three rows of round buttons, to be trimmed with flat gold lace set on in waving lines, and leaving a small interval between every double row of lace extending the full length across the breast and about 3 inches at the bottom, Pockets, Backseams and bottom of Jacket to correspond with the Collar.

Dark blue Trowsers with two stripes of gold lace, three quarters of an inch wide up each side seam: leaving a slight space between them.

Boots.—Ankle Boots.

Spurs.—Fixed brass spurs, with 2 inches and a quarter necks, including rowels.

Head Dress.—Cocked Hat as now worn.

Helmet.—As in Undress.

Sabre.—The regulation steel mounted Sword, half basket hilt with two fluted bars on outside, black fish skin gripe, bound with gold wire, the blade very little curved, 35½ inches long, and 1½ inch wide, with a round back terminating within 11 inches of the point.

Scabbard.—Regulation steel Scabbard, with large shoe at the bottom, solid bands and rings, Trumpet formed mouth.

Sword knot.—Crimson and gold Sword knot with bullion tassel.

Girdle.—Girdle of crimson and gold 3 inches wide, to be only worn in Full dress and at mounted exercise.

Waist belt.—Waist belt of gold lace 1½ inch wide, with ¼ inch Silk stripe of the colour of the facings up the centre, red morocco edging and lining fastening in front with a sphynx ornament having two large and one smaller gilt rings, through which hang three slings of inch silk and gold veluse lace, with buckles and straps by which the sabre tache is suspended and two gold veluse

and silk slings of $1\frac{1}{2}$ inch wide lace for the rings of the scabbard, with a silk stripe in the centre the colour of the facings and morocco lining and edging; to be worn only in full dress and at mounted exercise.

Sabre Tache.—The Sabre Tache of blue cloth 13 inches deep, 8 inches wide at top and 10 at bottom, edged round with 2 inch lace leaving a blue edge, in the centre the letters H. A., embroidered with a scroll below them bearing the regimental badges.

Pouch Belt.—The Pouch Belt of gold lace $2\frac{1}{2}$ inches wide, with half-inch silk stripe, the color of the facings, lining and edging to correspond with the waist belt, buckle, tip and slide attached to the pouch box with gilt buckles and rings.

Pouch Box.—Pouch Box of black leather, with a gilt embroidered edging round the top, gilt flap $7\frac{1}{2}$ inches wide, and 24 deep, engraved round the edges having H. A. plated raised in the centre, on each side gilt staple ornaments on the rings of the Belt.

Stock.—Black silk.

Gloves.—White Leather Gloves.

UNDRESS.

Jacket.—Dark blue rounded shell Jacket agreeably to a sketch approved of by the Commander-in-Chief, and lodged in the Staff-Office of the Horse Artillery.

Shoulder Straps.—Pair of scaled gilt Shoulder Straps, solid crescent, without bullion.

Trowsers.—Dark blue Trowsers with two scarlet stripes, each $\frac{1}{2}$ inch wide on the outward seam leaving a light between them.

Boot and spurs.—Boots and Spurs the same as dress.

Head Dress.—Roman Helmet, with glazed skull and peak, and a red horse-hair mane, gilt scales, leopard skin Turban; fastening with gilt chains.

Sabre and Scabbard.—The same as dress.

Sword knot.—Of brown leather.

Waist Belt.—Of brown leather fastening in front, as in full dress.

Sabre Tache.—Of plain black patent Leather.

Pouch belt.—Plain buff.

Pouch.—Black leather.

Cap.—Of dark blue cloth, welts and plaits scarlet, gold-band, oakleaf pattern, $1\frac{1}{2}$ inch wide with gilt button at top, black patent leather Peak edged with gold braid

Great Coat.—Dark blue to fasten with braided loops and stand-up Collar,

Cloak.—Cloak, dark blue.

HORSE APPOINTMENTS.

Saddlery.—Hussar Saddle complete, crupper and breast plate of brown leather, ornamented with leather tassels. Hussar bridle with plain curb bit, ornamented head stall, plain saddle collar to correspond with crupper and breast plate.

Dress Shabraque.—Dress Shabraque of dark blue cloth, 3 feet 10 inches in length, 3 feet 4 inches in width across the centre, 5 feet across the front, 3 feet 6 inches across the rear, the corners rounded with figured lace 2 inches wide and lined with serge, the four corners of the Shabraque embroidered with the letters H. A.

Undress Shabraque.—Undress Shabraque, of plain blue cloth of the same dimensions, and edged with black lace.

MEMORANDUM.

1. The Dress Belt and pouch are to be worn at all reviews, levees and balls, and upon all occasions of particular ceremony.

2. The Dress Jacket with the appropriate parts of Dress before mentioned to be worn at Reviews, duties of honor, dress parades, Balls, Levees, and all occasions of public ceremony.

3. White Trowsers are sanctioned instead of cloth, in the hot weather, but the periods of this indulgence are to be fixed by the Officer Commanding the corps, when not prescribed by higher authority.

4. A Waistcoat of Cloth, the color of the facings of the corps, with a small edging of lace half an inch broad, and in the hot season, a white waist coat is also permitted to be worn with the undress Jacket, when off parade, but on all occasions, the Dress Jacket is to be closed. For hot weather the undress Jacket may be made of the lightest suitable materials, as dark blue camlet, or silk, but exactly resembling the Cloth Jacket.

5. Officers Commanding Brigades who may desire more detailed directions or an explanation of any part of these Regulations are to apply to the Adjutant General through the Officer Commanding the Horse Artillery.

FOOT ARTILLERY.

FULL DRESS.

Coatee.—Of blue Cloth narrow double breasted buttoning over to ten Regimental buttons placed at equal distances; the distance between the two rows of buttons to be exactly 3 inches, all the way down from the centre of the buttons.

Prussian Collar of Blue Cloth with a scarlet patch in front embroidered in gold oak leaves and acorns, measuring from the front edge to the full extent of the embroidery $6\frac{1}{2}$ inches, slashed skirt and sleeve, and plain scarlet cuffs $2\frac{1}{2}$ inches deep, the flaps embroidered to correspond with the collar; those on the sleeve to be $4\frac{1}{2}$ inches long, those on the skirt 8 inches long. The front and flaps edged with scarlet and the turnbacks of the skirt to be of scarlet kerseymer: the skirts lined with scarlet silk: the body with blue silk: skirt ornament 3 Guns surrounded by laurel leaves embroidered in pearl and spangles on scarlet cloth; Buttons gilt, half dome with three Guns raised in the centre, enclosed by a garter and the motto "Beugal Artillery."

Epaulettes.—Gold of the prescribed pattern according to rank. Epaulettes of a colonel are distinguished by a crown and star on the strap: of a Lieutenant Colonel Commandant by two stars, of a Lieutenant Colonel, by a crown, and of a Major by a star.

Chakos.—Height of the crown $6\frac{1}{2}$ inches covered with patent leather on the top, which is turned over the sides $\frac{1}{2}$ of an inch all round. The diameter of the top is to be $11\frac{1}{2}$ inches with a patent leather band round the bottom one inch wide. Peak projecting $3\frac{1}{2}$ inches. The feather of white hackle, fixed in front with a gilt grenade rising altogether 11 inches, from the top of the Cap of which the grenade is $2\frac{1}{2}$ inches. Scales to be fixed at the sides where the peak ends by a round gilt button about $1\frac{1}{2}$ inches in diameter, having a grenade in the centre surrounded by a raised round edge. Two strengthening pieces covered with patent leather are sewed up each side, one end of each terminating under the button of the scale, the other end joining the turn over of the top diverging about $4\frac{1}{2}$ inches from each other where they join. Chin Straps fixed inside, scales up and strap down under the Chin. Field Officers to wear a gold cord encircling the cap twice, suspended on the right side with slides and acorn cords.

Cap Plate.—A radiated star of eight points $5\frac{1}{2}$ inches from point to point on opposite sides, having 3 guns in silver in the middle of the plate $2\frac{1}{2}$ inches high and the breadth of each $1\frac{1}{2}$ inches, inclosed in laurel leaves gilt.

Feather.—White hackle feather 10 inches long, bent backwards over the cap and fixed in gilt grenade shaped socket.

Trowsers.—White linen; or blue with gold lace on each seam, according to the season, made quite loose.

Sabre.—King's new Regimental Regulation Sword with half basket hilt.

Scabbard.—Black leather with gilt mountings; steel scabbard for mounted Officers; Brass for Field Officers.

Sword knot.—Crimson and gold striped with bullion tassel.

Stock.—Black silk, buckled behind, no collar appearing over it.

Gloves.—White leather.

DRESS.

Coatee,	}	As in full dress.
Epaulette,		
Cap,		
Feather,		
Sword,		
Scabbard,		
Sword Knot,		
Cravat,		
Gloves,		

Sword Belt.—White Buffalo leather 3 inches wide with slings worn over the Coatee and across the body over the right shoulders. Field Officers and Regimental staff to wear waist belt and slings: vide R. O. 18th January 1836.

Breast-plate.—Gilt 4 × 3 Inches. A Gun in the centre with the superscription "Bengal Artillery" on a curved scroll surrounded by a Laurel wreath: surmounted by an Imperial Crown: on a scroll below the word "PRIQUE" the whole in frosted silver.

The 2d Co. 6th Battalion bears in addition a "Mural Crown" superscribed with the word "Jellalabad" in frosted silver.

Sash.—Of crimson silk patent net with fringe ends, to go twice round and tie on the left side.

Slings.—As in use with the Royal Artillery.

A. G.'s letter
No. 215.
Oct. 15, 1833,
and R. O. 28,
Oct. 1830.

Trowsers.—Dark blue made loose, straight cut, with a stripe of gold lace $1\frac{1}{2}$ inches broad, down the outside, and fastened under the boot with a cloth strap $1\frac{1}{2}$ inches wide, in the hot weather white linen Trowsers made exactly in the same manner (but without lace) to be worn.

Boots.—Ankle Boots. The mounted Officers to wear straight necked brass spurs, the necks two inches long, including rowles.

UNDRESS.

Undress Jacket or Raggie.—Blue, edged with scarlet, with scarlet collar and pointed cuffs, single-breasted and fastened in front with hooks and eyes, and row of gilt studs down the collar and breast; on the shoulder scales of the pattern laid down in General Orders whil Jacket in hot season.

A G.'s No 3,
8, and R. O.
Jan. 20, 1844.

Trowsers.—As in dress, with a stripe of scarlet cloth $1\frac{1}{2}$ inches broad, down outside instead of lace.

Boots.

Stock.

As in dress.

Gloves.

Waist Belt.—Black Patent leather, Waist Belt $1\frac{1}{2}$ inches broad, slings 1 inch broad, fastening with an oblong clasp in front devoid of ornament beyond the usual rings and buckles.

Cap.—In morning or evening rides, when paying visits not of ceremony, and on occasions not connected with parades or duty, a forage cap, similar to that authorized for the Officers of the Horse Artillery, may be worn.

Great Coat.—Of blue cloth, single breasted, plain with Prussian collar, and 10 Regimental buttons regular down the front at equal distances: with scales on the shoulders, as worn with Raggee.

Cloak.—Blue, lined with scarlet shalloon, walking length, clasp ornaments and ball buttons may be worn whenever a cloak is required, and of no other pattern.

R. O.
Oct. 11, 1839.

Sword Knot.—Brown leather similar to that worn by the Horse Artillery.

MEDICAL STAFF.

Coatee.—Single breasted, with 10 buttons at equal distances down the front, in all other respects precisely similar to those of other Officers without Epaulettes.

Hat.—Cocked, with black silk button and loop, without any leather, to be worn on all occasions of dress, or full dress.

Waist Belt.—Of black leather, of a pattern similar to that of the Officers for all occasions, and to be worn under the coat.

Appointments and other articles, of Dress, the same as those worn by the other Officers, except the sash, which is not to be worn in undress, and on all occasions not connected with parade or ceremony the Regimental Forage Cap may be worn.

Horse.—Furniture for Mounted Officers.

Saddle.—Plain Cavalry Saddle with Holsters, the Cantle mounted with Brass and the Holsters covered with patent leather.

Saddle Cloth.—Of blue cloth 2 feet 10 inches in length, and 1 foot 10 inches in depth, with gold lace $\frac{1}{4}$ of an inch wide, and scarlet edging. The depth to be measured from the withers towards the tail, and the length from the corner hanging over one flank or shoulder to the extremity of the other.

Bridle.—Of brown leather bent branch bit, with brass bosses, front and bosses to correspond in color with the facings of the Regiment.

Collar.—White.

4. Dress, clothing and appointments of every description as laid down for Foot Artillery is invariably to be worn in all evening parties of ceremony, whether at the Mess, or elsewhere, or any other occasion where it may be desired to appear with shoes, but on no occasions are boots to be worn with the other parts of dress uniform.

5. The full parade dress is to be worn on every occasion of public duty at stations or Camps, and on all dress parades and in general on occasions of ceremony when boots are worn. The undress is to be worn on all private Regimental or Battalion parades or duties, for common attendance at the Mess, on the line of march, or any duty of fatigue, or of recreation.

6. The Frock Great Coat may be worn instead of the Shell Jacket, on any occasion when it may be convenient to the parties, excepting on parades and duties on which it will never be worn unless notified generally to the whole Battalion or Detachment.

7. The foraging Cap may be worn in like manner with the undress.

8. No alteration in the breadth or quantity of lace, or in articles of dress or appointments which have now been prescribed, or in the ornaments which may now be in use, shall take place unless by special authority. Where further information is required regarding particular parts of the Dress or appointments, a reference is to be made to the Adjutant General of the Army through the Commandant.

9. Iron or brass heels or nails on Officers' boots are prohibited, being dangerous in magazines and laboratories.

10. The following list contains the clothing and necessaries for European Artillerymen in cantonments and on service, and when any deficiency is discovered they will be put under stop pages to the amount required to replace the articles.

Horse.		Foot.			
Service Cantonment.		Service Cantonment.			
1	1	Helmet,	Cap and feather or tuft,	1	1
1	1	Jacket,	Coatee	1	1
1	1	Leather Breeches,			
1	1	Overalls,	Overalls	1	1
1	1	Gloves,	Great Coat	1	1
1	1	Cloak,			

Horse.		Foot.
Service Cantonment.		Service Cantonment.
1	1 Long boots and spurs	1 1
1	1 Quilt,	1 1
1	1 Fatigue Jacket,	2 6
2	6 Shirts,	3 6
2	6 Pantaloon,	2 2
2	2 Boots,	1 1
1	1 Forage cap, *	3 6
3	6 Socks,	2 2
2	2 Braces.	2 2
2	2 Towels,	1 1
1	1 Stocks and clasp,	1 1
—	Great coat straps,	2 2
2	2 Flannel banians,	6 6
6	6 White Jackets,	2 2
2	2 " Cover for Forage Cap,	2 2
2	2 " " Dress Cap,	1 1
1	1 Black " " "	1 1
1	1 Hair Brush, clothes brush and comb,	1 1
1	1 Canteen,	1 1
1	1 Water proof Havresack cover,	1 1
	" " Kitt cover,	1 1
1	Box 25 X 15 X 15 inches,	1

When detached with guns a portion of an Artillery man's kilt can be placed in the kilt cover and strapped on the lid of the amm. boxes, at other times, on the camels, his great coat being carried on his shoulder.

On all public occasions Officers and Men are to appear in Full Dress uniform. On common duties or parades (unless otherwise ordered) they will appear in undress. No Soldier is to visit an Officer's quarters but when dressed in uniform and with side arms fixed in the belt, and accompanied by a Non-Commissioned Officer, and no European is to appear at a distance from his Barracks or Lines without being dressed in the same manner, with exception to side arms, which, in his recreative walks, he is not to wear.

No man is to dispose of his surplus clothing without permission in writing from the Commanding Officer of his Troop or Company. The name of the man is to be marked at full length on each article of his kit; if this order is not attended to, and any of the articles are stolen, no notice will be taken of the theft.

The Native Officers of the native Battalions are permitted to wear a Blue Undress Jacket and Black waist belt similar to those authorized for the European Officers, if they all agree to provide themselves with them.

